

ORDINANCE NO. 2016-09-15B

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF OVERTON, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF OVERTON, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, PROVIDING FOR AN EFFECTIVE DATE; AND DIRECTING THE CITY SECRETARY TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERKS OF RUSK AND SMITH COUNTY, TEXAS.

WHEREAS, the City Manager of the City of Overton has submitted to the City Council, in accordance with state law, a budget for said City, for the fiscal year beginning October 1, 2016, and ending September 30, 2017; and

WHEREAS, the City Council has received said proposed budget, a copy which has been filed with the City Secretary of the City of Overton; and,

WHEREAS, proper and timely notice that a public hearing on such budget would be held on September 8th, 2016 was given and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, such public hearing was held in accordance with the law on September 8th, prior to final adoption of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, THAT:

Section 1 The budget of the revenue of the City of Overton and the expenses of conducting the affairs thereof providing a financial plan for the ensuing fiscal year beginning October 1, 2016, and ending September 30, 2017, as submitted to the City Council by the City Manager of said City, and which budget is attached hereto as Exhibit "A", and the same is in all things adopted and approved as the budget of all current expenditures/expenses as well as fixed charges against said City for the fiscal year beginning October 1, 2016, and ending September, 30, 2016.

Section 2 The sums in Exhibit A are hereby appropriated from the prospective funds for the payment of expenditures on behalf of the City government as established in the approved budget document for the fiscal year ending September 30, 2017.

Section 3 In accordance with § 102.008(1), Local Government Code, The Director of Finance is directed to file with the City Secretary a true copy of the final budget as adopted by the City Council, and the City Secretary is directed to certify as a true copy of said budget and file it with this Ordinance in the official records of the City.

Section 4 In accordance with § 102.008(a)(2)(B), Local Government Code, The City Secretary is directed to ensure that the record vote described by § 102.007 (d)(2), Local Government Code is posted on the City's website at least until the first anniversary of the date this Ordinance is adopted.

Section 5 In accordance with § 102.009(d) Local Government Code, the City Secretary is directed to file a certified copy of this Ordinance along with a true copy of the budget with the County Clerks of Rusk and Smith County.

Section 6 The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code as amended.

Section 7 This Ordinance shall be and remain in full force and effective on October 1, 2016, in accordance with state law.

READ AND APPROVED ON FIRST READING ON THIS THE 8TH DAY OF SEPTEMBER 2016.

READ, APPROVED AND ADOPTED ON SECOND READING ON THIS THE 15TH DAY OF SEPTEMBER, 2016.

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Michael Paul Williams, Place # 5	X			

PRESENT AND NOT VOTING: Mayor C.R. Evans Jr.



C.R. Evans Jr.
C.R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

Rachel F. Gafford
Rachel Gafford, City Secretary

Blake Thompson
Blake Thompson, City Attorney

**Ordinance 2016-09-15B
EXHIBIT A
City of Overton, Texas
Annual Operating Budget for
Fiscal Year 2016-17
ADOPTED**



The City of Overton has initiated a major public works improvement Project to Renovate the Lake Overton Dam. The Project is funded by the Overton Economic Development Corporation and is expected to be completed by September 2017.

The initial phase includes draining the lake down to facilitate construction.

Information Required by Texas Senate Bill 656

NOTICE OF TAX RATE REVENUE INCREASE

The **City of Overton** will conduct public hearings on **Thursday, August 25, 2016** and **Thursday, September 8, 2016** on a proposal to increase the total tax revenue of the **City of Overton** from properties on the tax roll in the preceding year by (5.23%).

The total tax revenue proposed to be raised last year at last year's tax rate of **\$0.628000** for each \$100 of taxable value was **\$500,669**.

$$(\$79,724,378 \times .00628000) = (\$500,669 \times 100.0\% = \$500,669)$$

The total tax revenue proposed to be raised this year at the proposed tax rate of **0.648000** for each \$100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is **\$526,866**.

$$(\$81,715,063 \times .648000) = (\$529,574 \times 99.5\% = \$500,669)$$

This budget will raise more revenue from property taxes than last year's budget by an amount of \$26,197 which is a 5.23% increase from last year's budget. Property tax revenue to be raised from new property added to the tax roll this year is \$8,640.

Value of New Improvements = \$1,333,280

Divided by \$100 of Assessed value = \$13,332.80

Assessed Value of New Property times 2016 Tax Rate = \$8,640.

$$\$13,333 \times .648000 = \$8,640$$

The **City of Overton** is scheduled to vote on the tax rate that will result in the tax rate increase at a public meeting to be held on **Thursday September 15, 2016** at the City of Overton City Council Chambers, 1200 South Commerce, Overton, Texas at **7:00 p.m.**

Property Tax Rates Per \$100 of Property Valuation

TAX RATES

TAX YEAR

2015

2016

Property Tax Rate:	\$0.628000	\$0.648000
Effective Tax Rate:	\$0.609024	\$0.622007
Effective Maintenance & Operation Rate	\$0.410000	\$0.410000
Rollback Tax Rate	\$0.642740	\$0.714637
Debt Tax Rate	\$0.218000	\$0.238000

Total Debt Obligations Secured By Property Taxes : \$ 221,421

TAX RATE HISTORY - LAST 12 YEARS

	FY Year	Tax Rates			Assessed Value	Levy			
		O&M	Debt	Total		O&M	Debt	Cemetery	Total
	2004-05	0.41020	0.20170	0.61190	45,469,840	\$186,517	\$ 91,713	\$ -	\$278,230
1	2005-06	0.37770	0.21990	0.59760	56,167,720	\$212,145	\$123,513	\$ -	\$335,658
2	2006-07	0.38329	0.19710	0.58039	61,259,190	\$234,800	\$120,742	\$ -	\$355,542
3	2007-08	0.38090	0.17500	0.55590	61,640,020	\$234,787	\$107,870	\$ -	\$342,657
4	2008-09	0.38090	0.17500	0.55590	70,598,176	\$268,908	\$123,547	\$ -	\$392,455
5	2009-10	0.38090	0.17500	0.55590	73,535,377	\$280,096	\$125,840	\$ -	\$405,936
6	2010-11	0.38663	0.17371	0.56034	71,290,546	\$275,631	\$123,760	\$ -	\$399,391
7	2011-12	0.39781	0.17872	0.57653	71,372,845	\$283,928	\$127,558	\$ -	\$411,486
8	2012-13	0.41735	0.15415	0.57150	73,326,609	\$306,027	\$113,036	\$ -	\$419,063
9	2013-14	0.40397	0.14921	0.55318	75,657,284	\$305,635	\$112,887	\$ -	\$418,522
10	2014-15	0.41000	0.21800	0.62800	77,033,476	\$315,837	\$167,933	\$ -	\$483,770
11	2015-16	0.41000	0.21800	0.62800	79,673,768	\$325,029	\$172,820	\$ 39,837	\$537,686
Adopted	2016-17	0.41000	0.23800	0.64800	81,715,063	\$333,357	\$193,509	\$ 40,858	\$567,724

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INTRODUCTION

CITY OF OVERTON, TEXAS CITY COUNCIL

Mayor
C.R. Evans

Mayor Pro Tem
Philip Cox – Place #1

Council Members

John Posey	Place #2
Jerry Clark	Place #3
Lawrence Davis	Place #4
Michael Paul Williams	Place #5

CITY OF OVERTON, TEXAS

MANAGEMENT TEAM

City Manager
City Secretary
Financial Services
Police Chief
Fire Chief
City Attorney
Municipal Court
Public Works

Charles Cunningham
Rachél Gafford
Pam Raney
Clyde Carter
Jim White
Blake Thompson
Judge Carolyn Walters
Paul Everett

CITY OF OVERTON - Organizational Chart by Function

CITIZENS OF OVERTON

Mayor and City Council

Component Units:

Economic Development Corp.
Municipal Development District

Advisory Boards:

Planning and Zoning Commission

City Attorney

Authorities

Housing Authority

City Manager

City Secretary

Council Support
Records Mgmt.
Human Resources
Payroll
Local Elections
Cemetery Admin.

Information Tech.

Network Mgmt.
Software Applications
Hardware

General Administration

Budget
Grant Procurement & Admin.
Insurance

Community Dev.

Planning
Building Inspection- Contract

Municipal Court

Court Operations
Collections
Warrants

Recreation Prog.

Swimming Pool
Special Events
Community Building

Finance

General Accounting
Treasury (Banking & Investment)
Fixed Assets
Purchasing
Utility Billing

Police Department

Administration
Patrol
Dispatch
K-9
Animal Control
Code Enforcement

Fire Department

Administration
Suppression
Inspection
EMS- Contract- Champion EMS

Public Works

Infrastructure Maint.

Buildings
Streets/Bridges
Drainage

Grounds Maint.

Parks
Cemetery
ROW

Sanitation

Contract- Allied Waste

Water and Sewer

Water Operations & Maint.
Sewer Operations & Maint.





Overton, Texas

Budget Message – Executive Summary

September 15, 2016

The Honorable Mayor, Mayor Pro-Tem and
City Council City of Overton, Texas

Dear Honorable Mayor Evans, Mayor Pro-Tem Cox and City Council:

This letter transmits the adopted operating budget for the City of Overton, Texas for Fiscal Year 2016-17. Included here are estimates of revenue and expenditures based on, with few exceptions, current rates, fees and charges.

Over the last two years, significant changes have been made in management of those City's resources used to address numerous problems that have arisen due to an aging infrastructure and lack of available funds to tend to those needs in a constructive manner.

Incessant rain events have not made things any better and in fact exposed a plethora of deficiencies in drainage structures, washed out road shoulders and temporary patches on road surfaces. A lightning strike took out the pump motor at water well #7 which had been replaced less than a year ago and caused other electrical issues with the actuators that control water levels in the storage tanks. This led to instances of low water pressure and required manual control of water levels in the storage tanks to maintain pressure until the electrical systems could be repaired.

Inflow and infiltration into the sewer collection system, again caused by excessive rain, created overflow at three sites during the year. In correcting these problems the lift stations had to be pumped down and in two instances required installation of 2 new manholes and replacement of over 100' of 8" sewer lines.

The Chart on the following page contains a list of projects that were completed or started during the current Fiscal Year. They are listed in order by function.

Streets and Bridges

Prop # 2A Replace Intersect. Commerce @Overton St.	140,000	
Williams Street Bridge - Replace Culvert	5,000	
Reconstruct Community Bldg. Parking Lot	<u>60,000</u>	
Subtotal		205,000

Renovation of Dam and Lake Improvements

Clear ROW for ONCOR to move Power Pole	13,000	
Prop # 3 Renovation of Dam (slide Area)	229,000	
Prop # 4 Renovation of Spillway - Channel	<u>264,000</u>	
Subtotal		506,000

Cemetery Improvements

Reconstruct Fence- Add gates	13,000	
Removal of dead trees and hedges.	<u>10,000</u>	
Subtotal		23,000

Sewer System Improvements

Prop # 2B Replace Sewer line - Holland Street	140,000	
Hwy 135 Replace 40 ft of 8" sewer line.	14,000	
Install new manhole at Helen and McKay Intersection	12,000	
Re-build Bridge @ JR May Lift Station	3,500	
Prop # 5 WWTP Improvements Weir- Contact Pond	<u>125,000</u>	
Subtotal		294,500

Water System Improvements

Repairs to Generator - Water Well # 5	5,000	
Prop # 1 Downtown replace water/sewer lines	280,000	
Replace Elec Motor @ Well #7 Lightning Strike	<u>16,000</u>	
Subtotal		301,000

Acquisition of Vehicles and Equipment

Purchase PW Equipment (Backhoe- Roller)	120,000	
Purchase Used Pick-up	<u>9,200</u>	
Subtotal		<u>129,200</u>
Total		<u>1,458,700</u>

This list does not include numerous smaller improvements or repairs that were made during the year. All projects were funded by operating revenue, the OEDC or OMDD. Most of the larger projects will carry over into the coming fiscal year but it is anticipated by the end of FY 2016-17, all will be completed.

Summary of Assumptions and Highlights by Fund

Adjusted for inter-fund transfers, total budgeted expenditures for FY 2016-17 are proposed to be \$2,486,926. This is based on expected net revenue of \$2,591,257 which would leave a reserve balance of \$104,333. Information provided in the following breaks down these totals by fund and department.

General Fund

The City of Overton's general fund appropriates expenditures for most of its general services including administration, public safety, non-utility public works and parks. It is primarily funded by property tax, sales taxes, franchise fees, transfers from the utility fund and other services fees and charges.

Property Tax

The property tax for O&M for the general fund is proposed to remain at \$0.41000 per \$100 valuation. There is a slight increase in revenue due to a 4% increase in assessed value but the rate is recommended to stay the same as the previous year.

Sales Tax

This source of revenue is expected to continue to erode during the next fiscal year as it has done in the past two years from a high in 2013. Until the regional economy picks up especially in the oil related industries, sales taxes will continue to be weak.

Transfers in from the Utility Fund

Based on decreases in sales tax, franchise fees and Fines and penalties, it is recommended that the transfer from the Utility fund to the general fund be increased \$10,000 for the 2016-17 fiscal year. This is further justified by the fact that a large portion of the administrations time and efforts which are largely funded by property and sales taxes, are dedicated to Utility Fund matters. The intent of the transfer is to compensate the general fund for the use of these resources for Public utility purposes.

Expenditures

General fund expenditures are proposed to increase less than 1% over the current year's estimated expenditures. While there are some variations by department, an attempt was made to keep operational spending with the expected ability to pay.

The largest increases are in the Planning and Community development budget where more staffing time was allocated based on additional workload. The Police Department is scheduled to increase by 2.3% and the Fire Department by 3.9%. The police Department has just a few incremental increases that are not attributable to one or two items. The Fire Department's increases are mostly in equipment related costs.

The contract for Sanitation services is expected to increase approximately 2.5% in the new fiscal year. Other than those instances, expenditures for all other departments are either the same or less than the year before.

Bonded Debt and Debt Service

This budget includes funding for scheduled debt service on certificates of obligation and a 2003 refunding bond. The debt service component of the adopted property tax rate is sufficient to meet debt service obligations for the next fiscal year.

The City will have an opportunity to refinance a portion of its outstanding debt as soon as the audits are caught up to date. The savings in interest costs over the life of the debt will reduce annual debt payments.

Water and Sewer Utility Fund

This Fund as is true with the General Fund, has operated with no reserves for the past several years. Because of lowering debt service payments and having increased rates over the past two years, revenue is expected to be sufficient to have a projected surplus at the end of the year. Depending on the weather and various other factors including major emergency repairs, the fund should complete the year with a little over \$100,000 in surplus revenue. If this occurs, these funds should be set aside as reserves and operating capital for the future. For this reason, no increases in rates are proposed at this time however, an analysis will be made mid-year to determine the equitability of existing rates and whether or not some adjustments need to be made.

Expenditures overall for the Utility Fund are projected to decrease by 8.7%. This is mainly due to lower amounts of transfers to the I&S Fund to cover debt payments. All other expenditure categories are programed to be essentially the same as this year.

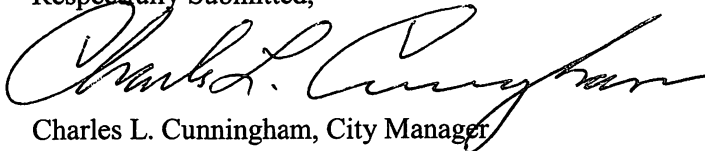
Cemetery Fund

After one year's experience with generating revenue for the Cemetery Operation and Maintenance Cost through a Cemetery property tax, this experiment has shown to be quite successful. A great deal of interest has been generated in the cemetery and led to a quadrupling of income from sale of plots. The combination of new sales plus the property tax resulted in income of over \$60,000 in available funds for improvements in the physical property plus administration.

The fund should again generate approximately \$60,000 in income to fund more improvements and a higher level of maintenance and security of the grounds.

A great deal of progress has been made in the last year but there is still a lot to be done. Staff is committed to making sure that every effort is made to improve the City's capability to meet the demands of its citizens. This will be a long term effort to improve the quality of the infrastructure and finances of the City. Staff appreciates the efforts made by the City Council to support the work that has been done and will be done in the future.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles L. Cunningham". The signature is fluid and cursive, with a large initial "C".

Charles L. Cunningham, City Manager

FINANCIAL SUMMARIES FOR ALL FUNDS

Projected FY 2017

	<u>General Fund</u>	<u>Cemetery Operations & Maint. Fund</u>	<u>Debt Service (I&S) Funds</u>	<u>Special Revenue Funds</u>	<u>Utility Water/ Sewer Fund</u>	<u>Total All Funds</u>
Estimated Fund Balance (Working Capital) 10-1-16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(Less Reserves)	-	-	-	-	-	-
Estimated Revenue (2016-17)	1,099,143	60,908	209,082	8,200	1,178,000	2,555,333
Inter-fund Transfers (Net)	230,000	-	258,848	-	(452,974)	35,874
Total funds Available	1,329,143	60,908	467,980	8,200	725,026	2,591,257
Budgeted Expenditures	<u>1,329,012</u>	<u>60,199</u>	<u>467,931</u>	<u>7,200</u>	<u>623,085</u>	<u>2,487,426</u>
Estimated Fund Balance (Working Capital) 9-30-17	\$ 131	\$ 709	\$ 49	\$ 1,000	\$ 101,941	\$ 103,831

* All capital project funds scheduled for 2017 are to be funded by OEDC pending rescheduling of debt.



General Fund-

City functions financed by general fund revenues include administration, public safety and public works related to maintenance and operation of the City's non-utility infrastructure. Revenue is generated mostly through property taxes, sales and use taxes, fees for services and transfers from the water and sewer fund.

Revenue-

Total revenue for the general fund is expected to increase only slightly, less than 1%. While income from property taxes will increase marginally based on increases in value of assessed property, revenue from sales taxes, municipal court and franchise fees are expected to decline. The net effect is a very small projected increase in total revenue. Following is a series of comments on each of the major sources of revenue.

Property Taxes- Calculation of the amount of property taxes paid by a property owner are a function of the assessed value of the property divided by 100, multiplied by the tax rate set by the City Council each year. The tax rate for the 2015-16 fiscal year was \$0.4100 cents per \$100 of assessed value. This proposed budget is based on retaining this same tax rate for 2016-17. This rate is expected to generate \$335,000 in general fund revenues which is a slight increase of less than 3% over the previous year. The increase is due to an increase in the assessed value of the properties which came from additions of new property and increases in assessments by the County Assessor's office.

Sales Taxes- These taxes are collected by the state from commercial enterprises whose customers pay 1% of the total 8.25% collected to the City. Until last year, increases in income from sales tax had been increasing on an average of 4% per year. In 2015 there was a drop of 3.28% from the year before and it is expected that there will be another decrease by 7.60% for the current year.

Projected income for sales tax for 2016-17 anticipates another drop of 3% which translates into estimated receipts of \$197,104. Reductions in sales taxes over the last few years reflect a local economy that is in a slump which is expected to last into the next fiscal year. As long as oil prices are down and drilling new wells is depressed, the local economy will not re-bound.

Municipal Court Revenues- The number of citations issued have been fairly constant over the last two years but the method of satisfying the fines and penalties has shifted towards performing Community Service or getting jail time credits. In either case, revenue from this source is estimated to be down 2.65 % from the previous year.

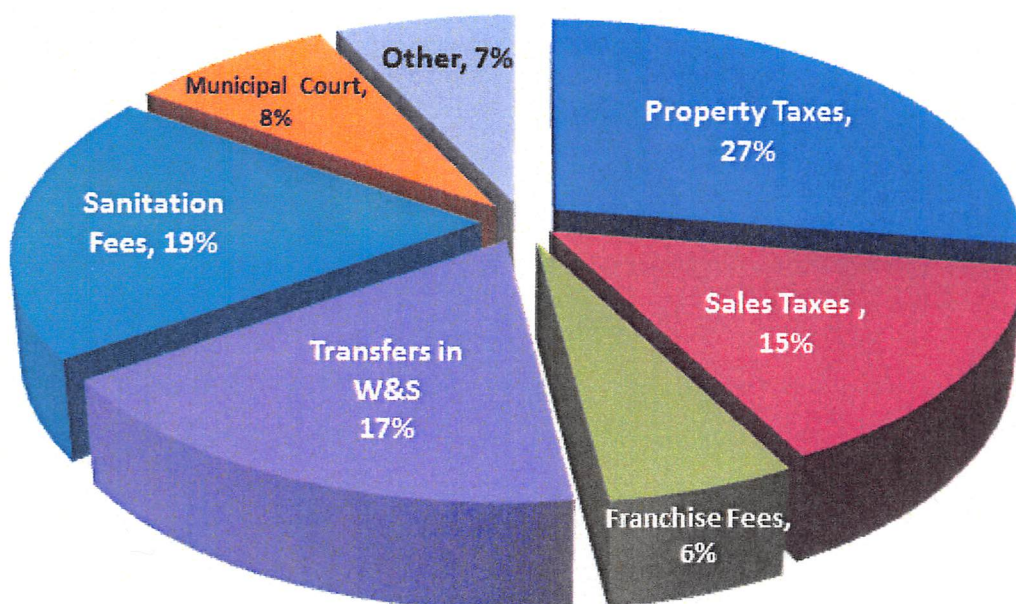
Solid Waste Collection Fees- Net revenue from Solid waste collection fees are collections for this service minus the amount paid to contractors that perform this work. No fee increases are contemplated at this time. In prior years, fuel cost adjustments were made when gas prices spiked up in 2014. Since then as prices have receded, the increased profit margin has undoubtedly influenced the contractor to not seek an increase in fees.

Transfer in from the Water and Sewer Fund – To help make up the decrease expected in sales tax revenue, an additional \$10,000 has been added to the amount proposed to be transferred to the general fund for a total of \$230,000. This increase is also justified by truer allocation of administrative costs funded in the General Fund for the water and sewer management activities.

Other Fees and Charges- Various changes in fees and charges were proposed and adopted in the current fiscal year. There are no adjustments to these contemplated for year near.

The pie chart shown below reflects the percentage breakdown of each major category of revenue for the General Fund.

Breakdown of Revenue Sources by Percentage of Total



10 General Fund Revenue

110- Admin. Taxes

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Prop. Taxes-Current	325,029	301,264	325,029	335,032	3.08%
Prop Taxes Delinquent	21,500	17,543	21,500	21,600	0.47%
State Sales Tax	225,000	166,109	207,000	197,104	-4.78%
Tax Penalties and Int.	6,000	6,342	7,000	6,500	-7.14%
Tax Collect Fees - Atty	3,500	2,001	3,500	2,500	-28.57%
SubTotal Taxes	581,029	493,259	564,029	562,736	-0.23%

112-Fees for Service

Building Permits/fees	12,000	6,856	8,000	10,000	25.00%
Animal Shelter	100	15	100	30	-70.00%
Franchise Fees	87,000	65,777	77,000	75,000	-2.60%
RV Park Rental	6,000	6,395	7,500	7,500	0.00%
OEDC Admin Fee	12,000	9,000	12,000	12,000	0.00%
OMDD Admin. Fee	9,600	8,000	9,600	9,600	0.00%
TABC Permits	-	690	800	900	12.50%
SubTotal Fees	126,700	96,733	115,000	115,030	0.03%

114- Other Revenue

Sale of Assets	5,000	3	5,000	5,000	0.00%
Bldg. rental-Com. Bldg	5,400	11,500	13,000	13,000	0.00%
Donations	2,500	2,500	5,000	3,000	-40.00%
Interest Income	50	82	100	100	0.00%
Copies/Fax	250	79	250	75	-70.00%
Intergovernm'tl Rev.	30,000	27,772	31,000	34,000	9.68%
Insurance Reimbursement	-	2,365	2,365	2,500	5.71%
Misc. Rev	110	-	110	50	-54.55%
Returned Check Fee	25	-	25	25	0.00%
SubTotal Other GF Revenue	43,335	44,301	56,850	57,750	1.58%

200 Municipal Court

Warrant Fees	12,000	7,090	9,000	12,000	33.33%
Police Reports	50	66	116	150	29.31%
Fines	115,000	73,219	103,000	97,000	-5.83%
SubTotal Muni. Court Revenue	127,050	80,375	112,116	109,150	-2.65%

450 Public Works -Sanitation

City Hall Dumpster Fee	400	385	400	500	25.00%
Trash Collection Fees	246,018	196,577	250,018	256,577	2.62%
Subtotal Public Works	246,418	196,962	250,418	257,077	2.66%

General Fund Transfers in

Transfers in from W&S	220,000	132,499	220,000	230,000	4.55%
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Total General Fund Rev.

1,344,532	1,044,128	1,318,413	1,331,743	1.01%
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Expenditures-

Total expenditures are likewise proposed to be only slightly higher than the prior year (+0.8%). No increases in positions or salaries are proposed for 2016-17. There is some moving around of priorities and expected increases in costs but offsetting reductions will keep the budget at the same level as last year.

While it is necessary to exam each line item of expenditure for budget preparation purposes, for policy makers it is sufficient to look at subtotals by categories of expenditures to determine the appropriateness of the proposed expenditure program.

Following is a breakdown and comments on each of the major categories of expenses.

Salaries and Benefits- Expenditures projected for next fiscal year for salaries do not include across the board nor market adjustments for any class of position. This will be the second year in a row that no increases have been budgeted but economic conditions dictate that this be the case for now.

The cost of benefits are increasing based on increases passed along to the City by its insurance providers. There will be a net increase of 5% required to maintain medical insurance coverages for employees at current levels. A 9% increase in dental coverage also has to be absorbed.

As a result of increased costs in benefits and additional amounts for training, the percentage increase for salaries and benefits is projected to increase from \$635,811(2015-16) to \$649,434 (2016-17) or 2.1%. Salaries and benefits in the general fund account for 49% of total general fund expenditures.

There are no proposed increases in staff for 2016-17. The number of 19 full time equivalent positions is proposed to be maintained. Right now the city is at full staff and expects to remain so through most if not all of the year. For this reason no salary savings are expected to accrue.

Materials, Supplies and Utilities – Total expenditures for material, supplies and utilities are proposed to decrease by 5.53%. The majority of the decline is in anticipated reductions in energy costs as a result of a new contract with Hudson electric negotiated last year. The new contract goes into effect in December 2016. Savings net of increases for other line items are expected to be \$18,000.

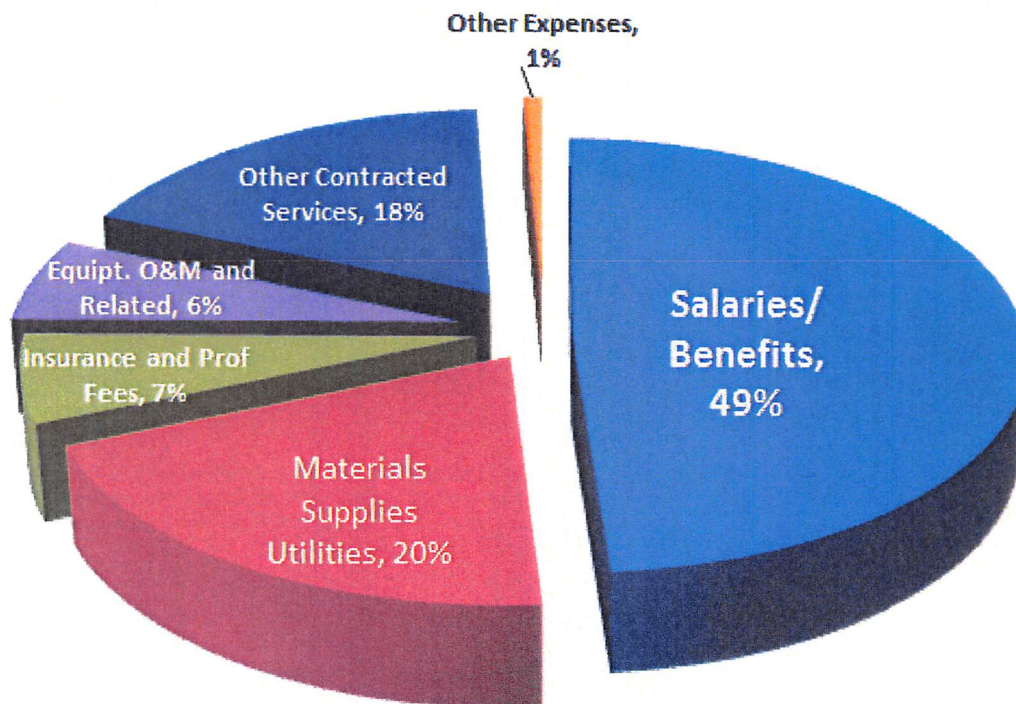
Insurance and Professional Fees- The City contracts with TML- IEBP for its general liability and property insurance. It contracts with Blake Thompson for City Attorney Services and Wilhelmi, Prothro for audit services. The total amount proposed for appropriation in the general fund for these expenditures is \$87,066. This is a 20.4% increase over the prior year. Insurance premiums are scheduled to increase due to the number of claims that have been filed and paid over the last two years as well as a concerted effort on the part of staff to ensure that all of the City's infrastructure is covered at the appropriate level and with a reasonable deductible. The greater increase is for audit fees which were down this year due to City staff doing more of the work but next year, we will accelerate the process so that we can catch up on the annual audits.

Equipment O&M and Related Charges- This category of expenditures includes maintenance and operating costs of equipment including computer and network O&M. These costs are projected to decrease approximately \$11,000 for the general fund (-11.7%) as a result of taking care of outstanding issues in the IT network this current year that will not have to be repeated, generally lower appropriations for gas and oil that should continue into the next year and purchase of new equipment that will not require as much in repairs during the coming year, as happened previously.

Contracted Services- The City has long term contracts with Champion EMS for ambulance and EMS services and Allied (Republic) Waste Management for trash collection and disposal. Contracted payments for these services total \$236,655 with \$36,000 for EMS services and the remaining \$200,655 for Solid waste Collection and disposal services.

The Champion EMS contract is for a fixed term of 5 years and will run until Dec 2019. The fee is frozen at \$36,000 per year.

Breakdown of Expenditures by Percentage of Total



Expenditures by Department/Division

Appropriations for total General Fund expenditures are proposed to be \$1,329,012 which is .4% above last year's level. The 2016-17 Budget does not add any new programs and only a slight adjustment in benefits for its 14 full-time employees.

Administration

This Department includes expenses related to the Legislative/Executive Function or City Council, the City Manager, the City Secretary and Finance. In addition, Information Technology, Planning and Development and Municipal Court are broken out to budget for and track expenses related to their operations.

The following table documents the number of positions and authorized full time equivalent positions authorized for 2016-17.

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
ADMINISTRATION				Full Time Equiv. Pos.			
City Manager	12	1	1	1	1.00	1.00	1.00
City Secretary	-	0	0	0	1.00	0.00	0.00
City Secretary/ Planning & Community Development	8	1	1	1	0.00	1.00	0.70
Director of Finance	6	1	1	1	1.00	1.00	0.90
Total		3	3	3	3.00	3.00	2.60

The table on the following page contains proposed appropriations for the Administration Department for FY 2016-17 as well as prior year activity.

10 General Fund **Expenditures**

100 Administration

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	137,545	109,538	135,320	129,166	-4.55%
Overtime	-	300	300	-	0.00%
Vision Plan	318	308	435	217	-50.22%
Unemployment Ins	270	513	550	261	-52.49%
Payroll Retirement	1,596	1,408	1,677	2,761	64.62%
Payroll Health Ins	15,851	10,458	13,439	14,778	9.96%
Payroll Dental ins	1,249	842	1,077	1,174	9.04%
Payroll Life ins	122	83	106	105	-0.51%
Payroll FICA	11,362	8,628	10,378	9,946	-4.16%
Flex Spending	118	-	153	71	-53.57%
Workers Comp	664	1,095	664	581	-12.46%
Travel Expenses	3,200	1,915	3,200	1,500	-53.13%
Training	1,500	250	1,500	500	-66.67%
Postage	1,500	407	1,200	600	-50.00%
Office Supplies	4,500	2,868	4,500	3,500	-22.22%
Copies & copier	1,500	1,889	1,800	1,400	-22.22%
Dues & Subscriptions	1,500	929	1,000	1,200	20.00%
Advertising - Public Notices	8,500	2,407	4,500	3,500	-22.22%
Office Equipment	700	125	200	250	25.00%
Cell Phone Allowance	-	-	-	600	0.00%
Pest Control	1,600	82	200	-	0.00%
Gas Entex	2,000	521	1,000	1,000	0.00%
Telephone	4,500	5,392	5,500	6,000	9.09%
Electricity	24,777	20,922	24,777	25,000	0.90%
Rusk Co. CAD Appraisal Fees	8,500	5,957	8,500	8,500	0.00%
Smith Co. CAD Appraisal	500	532	500	550	10.00%
Building Maintenance	12,000	4,290	4,500	4,500	0.00%
Land/Building Lease	100	100	100	100	0.00%
Liability ins.	6,417	7,105	7,117	7,200	1.17%
Gas/Oil	500	323	500	450	-10.00%
Vehicle Maint. Repair	150	58	150	250	66.67%
Tax Collection Fees	11,000	8,398	9,500	10,000	5.26%
Contract Labor	1,000	1,066	1,200	1,500	25.00%
Comm. Center Supplies	250	493	500	500	0.00%
Election Fees Rusk County	3,500	5,646	5,641	6,000	6.36%
Mayor and Council	-	1,780	2,400	2,400	0.00%
Attorney's Fees	10,000	6,289	8,000	8,000	0.00%
Audit Fees	25,000	2,850	7,000	14,000	100.00%
Other Contract Services	-	43	200	-	0.00%
Training Comp Application	-	1,200	-	-	0.00%
Subtotal Administration	303,789	217,010	269,284	268,061	-0.45%

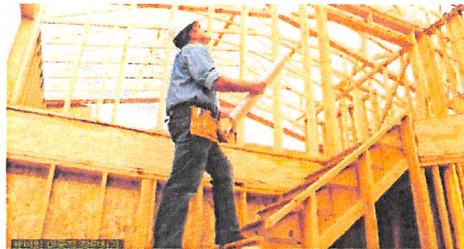
Information Technology – This section was added in 2013-14 to account for expenses in acquisition of IT equipment and to provide for an appropriate level of maintenance of the network, software and hardware. Maintenance is performed by an outside contractor.



10 General Fund					
130 Information Tech.					
	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Computer Hardware	5,000	5,940	6,000	4,000	-33.33%
Computer Software	4,000	-	2,000	2,000	0.00%
IT Maintenance Services	12,000	17,777	19,200	18,000	-6.25%
USTI License/Maintenance	3,500	7,420	7,500	3,405	-54.60%
Equipt. Rental	-	350	600	600	0.00%
Subtotal Information Tech.	24,500	31,487	35,300	28,005	-20.67%

There are no authorized positions assigned to this section.

Planning and Community Development – Beginning in 2014, the City embarked on a process of reviewing and re-establishing controls over planning, zoning and building issues. A permitting process was implemented for all building related activities by the City Secretary/Planning Development Coordinator. Beginning this fiscal year, a portion of the City Secretaries time has been allocated to this function.



Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
Planning /Comm Development				Full Time Equiv. Pos.			
City Secretary/ Planning & Community Development.	8	1	1	1	0.00	0.00	0.15

250 Planning & Comm. Develop.

Expenditures

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	-	-	-	7,139	0.0%
Overtime	-	-	-	-	#DIV/0!
Vision Plan	-	-	-	12	0.0%
Unemployment Ins	-	-	-	14	0.0%
Payroll Retirement	-	-	-	156	0.0%
Payroll Health Insurance	-	-	-	853	0.0%
Payroll Dental Ins	-	-	-	68	0.0%
Payroll Life Ins	-	-	-	6	0.0%
Payroll FICA	-	-	-	550	0.0%
Flex Spending	-	-	-	7	0.0%
Workers Comp	-	-	-	32	0.0%
Training/travel expenses	500	185	400	300	-25.0%
Postage	-	147	250	250	0.0%
Office Supplies	-	761	1,000	1,000	0.0%
Dues & Subscriptions	110	-	110	110	0.0%
Advertisement - Public Notices	-	121	200	250	0.0%
Legal Fees	1,500	1,269	1,500	1,500	0.0%
Contract Services - Inspect.	3,500	3,760	4,200	3,500	-16.7%
Filing Fees	-	58	100	100	0.0%
USTI Maint. Lic Permit Module	-	2,235	2,300	2,300	0.0%
Refunds	-	150	150	150	0.0%
Subtotal Planning/Comm. Devel.	5,610	8,687	10,210	18,295	79.2%

Municipal Court- The Municipal court operation is nominally under the supervision of the City Manager to provide some separation between the enforcement and judicial functions.

No significant changes are contemplated for this activity in the coming year. Staffing includes a part time Judge who is on contract and a full time Municipal Court Clerk as shown below.

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
Municipal Court Clerk	2	1	1	1	1.00	1.00	1.00

The proposed appropriations for Municipal Court follow:

200 Municipal Court

Expenditures:

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries-Clerk	25,764	21,178	25,897	25,626	-1.0%
Overtime	-	566	500	250	-50.0%
Vision Plan	-	36	78	83	6.8%
Unemployment Fees	90	171	90	90	0.0%
Payroll retirement	313	281	327	560	71.1%
Health Ins.	5,284	4,032	4,881	5,684	16.4%
Payroll-Dental	416	315	382	452	18.2%
Payroll-Life ins.	41	31	37	41	9.6%
Payroll FICA	2,579	1,710	3,353	1,973	-41.2%
Workers comp	111	-	45	115	156.3%
Travel Expense	200	-	-	200	0.0%
Training	200	159	200	200	0.0%
Postage	100	273	273	273	-0.1%
Office Supplies	500	377	400	450	12.5%
Copies & Copier	1,400	1,510	1,600	1,700	6.3%
Dues/Subscriptions	-	-	-	-	0.0%
Legal & professional Serv.	5,000	3,463	4,500	5,000	11.1%
Computer Expense	500	-	-	-	0.0%
Judge and Jury Fees	4,800	4,000	4,800	4,800	0.0%
USTI License/Maint.	-	-	-	805	0.0%
Collection of Fines Expenses	-	3,163	3,499	3,500	0.0%
Subtotal Municipal Court	47,298	41,263	50,862	51,801	1.8%



Police Department-

This Department is composed of a number of Divisions those in larger cities would be separated out to facilitate accounting for the various activities. The size of the force in Overton however makes this impractical but some of the functions performed are a 24/7 dispatching service by the 9-1-1 Emergency Communication Section.

There are other functions that are performed by the department apart from Enforcement that contribute to a comprehensive public safety program. For example, this Department is also responsible for Code Enforcement. A certified Code Enforcement Officer is on staff but only works in Code Enforcement as her other duties allow.

The City has a very active and award winning K-9 unit that has successful led to the apprehension and conviction of drug abusers and traffickers.

The following chart contains a listing of authorized positions in the Police Department and dispatch.

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
POLICE DEPARTMENT		Full Time Equiv. Pos.					
Chief of Police	10	1	1	1	1.00	1.00	1.00
Police Captain	6	1	1	1	1.00	1.00	1.00
Police Officer Code Enforcement	5	1	1	1	1.00	1.00	1.00
Police Officer (K-9 cert)	4	1	1	1	1.00	1.00	1.00
Police Officer	4	2	2	2	2.00	2.00	2.00
Police Officer PT Animal Control	1	1	1	1	0.50	0.80	0.80
Sub-total		7	7	7	6.50	6.80	6.80
Dispatcher	2	2	2	2	2.00	2.00	2.00
Dispatcher Pt.	1	2	2	2	1.00	1.00	1.00
Sub-total		4	4	4	3.00	3.00	3.00
Total Police Department		11	11	11	9.50	9.80	9.80

The 2016-17 Budget appropriations for the Police Department is shown on the following page.

310 Police Department
Expenditures

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	311,504	259,078	314,142	307,840	-2.0%
Overtime	28,143	15,125	19,773	27,231	37.7%
Vision Plan	-	504	843	666	-21.0%
Payroll Unemployment	1,000	1,796	929	975	4.9%
Retirement	3,506	3,224	3,684	6,284	70.6%
Health Ins.	42,271	30,921	37,713	45,471	20.6%
Dental Ins.	3,332	2,357	2,892	3,613	24.9%
Life ins.	326	240	284	324	14.3%
FICA	21,260	21,638	25,857	25,800	-0.2%
Flexible Spending Plan	-	-	139	44	-68.1%
Worker Comp.	9,711	7,872	7,766	9,765	25.7%
Travel Exp.	1,500	657	1,500	3,000	100.0%
Training	1,000	824	1,000	1,000	0.0%
Postage	225	313	325	500	53.8%
Office Supplies	1,000	1,263	1,400	1,500	7.1%
Copies/Copier	1,400	1,486	1,500	1,700	13.3%
Dues & Subscriptions	400	55	100	100	0.0%
Cell Phone Allowance	600	436	600	600	0.0%
Telephone	3,600	4,014	4,100	4,300	4.9%
Build Maintenance	1,500	805	1,000	1,000	0.0%
Liability ins.	10,509	10,970	10,979	11,000	0.2%
Materials/Supplies	1,400	1,442	1,600	1,600	0.0%
Gas&Oil/tires	10,000	8,147	10,000	10,000	0.0%
Vehicle Repair	8,500	6,501	9,847	10,000	1.6%
Equipment	1,000	543	1,000	1,200	20.0%
Uniforms	1,000	992	1,000	1,200	20.0%
Animal Shelter	400	220	400	350	-12.5%
Forensics	1,000	1,008	1,050	1,400	33.3%
Maint. Equip	300	183	300	300	0.0%
Physicals Emp.	250	43	50	100	100.0%
Dog Food	500	428	500	600	20.0%
Vet Fees	1,200	283	650	500	-23.1%
Computer hardware	-	6,569	6,650	2,500	-62.4%
Subtotal Police Department	468,337	389,937	469,573	482,465	2.7%

Public Works Department-

This portion of the Budget includes fiscal information on that portion of work done by the Public Works Crew responsible for maintaining the infrastructure generally associated with the general fund. These include streets, drainage systems, the dam, traffic signs, buildings, parks, grounds, rights-of-way, etc. There are a total of five positions authorized and all five have been funded for 2016-17. Keeping in mind that they are also responsible for maintenance and operations of the Water and Wastewater Systems only 15% of their time is budgeted the Department in the General Fund. The remainder (85%) is accounted for in the Utility fund.

The following chart shows this breakdown by authorized position of staff funded by general fund resources.

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
PUBLIC WORKS-General Fund							
Public Works Supt.	6	1	1	1	1.00	0.20	0.15
P W Util. Worker	4	1	1	1	1.00	0.20	0.15
Public Works Maint. (Crew Leader)	3	0	1	1	0.00	0.20	0.15
Public Works Maint.	2	0	1	1	0.00	0.40	0.55
Total		2	2	2	2.00	1.00	1.00
					Full Time Equiv. Pos.		

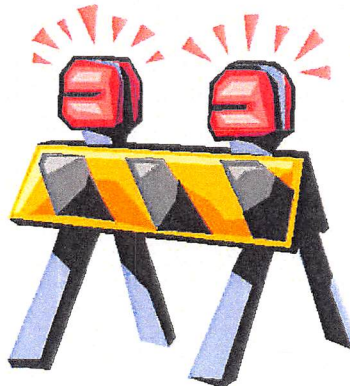
As shown on the chart, a total of 1.00 Full time equivalent positions is allocated to maintain the City's 26.3 miles of local roads of which 54% are oil dirt and over half of those in poor condition.

Appropriations for the General Fund functions of Public Works are shown in the chart on the following page.



10 General Fund**Expenditures****Public Works****410 Street & Infrastructure Maint.**

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	23,455	23,013	25,574	30,484	19.2%
Overtime	-	3,217	3,500	5,716	63.3%
Vision Plan	-	57	78	62	-19.9%
Unemployment Taxes	72	179	68	68	-0.7%
Retirement	285	335	349	133	-61.9%
Health Ins.	4,227	3,886	4,179	242	-94.2%
Dental Ins.	333	292	315	339	7.5%
Life Ins.	33	23	26	30	17.0%
FICA	2,189	2,067	2,316	2,787	20.4%
Flexible Spending Plan				9	0.0%
Workers Comp.	1,025	1,062	1,219	1,332	9.3%
Professional fees		200	200	200	0.0%
Gas-Entex	1,800	1,132	1,800	1,300	-27.8%
Electricity	104,321	65,213	81,821	75,000	-8.3%
Building Maintenance	-	266	500	1,000	100.0%
Liability insurance	2,310	2,013	2,013	2,200	9.3%
Materials & Supplies	10,000	19,824	21,000	22,500	7.1%
Gas & Oil	1,500	2,040	2,100	2,100	0.0%
Vehicle Repairs/Inspections	1,800	1,657	2,000	1,200	-40.0%
Equipment	3,500	8,235	9,000	5,000	-44.4%
Other Contract Services	3,600	6,074	6,088	2,500	-58.9%
Grounds Repairs Cut Grass	-	9	-	-	0.0%
Subtotal - Streets & Infra.	160,450	140,796	164,146	154,203	-3.5%



Overton Volunteer Fire Department and EMS Services -

The Overton Volunteer Fire Department consists of a 20 man volunteer unit that runs 10 fire trucks, as well as a rescue unit. Ambulance service is provided to residents through Champion EMS.



The Overton Volunteer Fire Department not only provides an exception financial value to the City of Overton but also provides excellent service.

10 General Fund

550 Fire Dept -EMS Services

Expenditures

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Workers Comp	950	1,117	950	950	0.0%
Training Travel Expenses	5,800	2,160	5,800	6,500	12.1%
Office Supplies	-	63	100	100	0.0%
Dues & Subscriptions	1,200	1,050	1,200	1,200	0.0%
Cell Phone allowance	1,200	580	1,200	1,200	0.0%
Gas Entex	3,000	588	1,500	3,000	100.0%
Telephone	4,000	2,784	3,600	4,000	11.1%
Electricity	1,497	814	1,497	1,497	0.0%
Liability ins.	4,166	4,258	4,316	4,166	-3.5%
Materials/supplies	500	485	500	500	0.0%
Gas/Oil	2,500	731	1,900	2,500	31.6%
Protective Gear	6,000	3,233	6,000	6,000	0.0%
Vehicle/Repair/Test	3,500	4,220	4,596	5,550	20.8%
Equipment/Repair/Test	4,000	1,802	4,000	6,500	62.5%
Firemen Fees	6,500	7,165	7,250	6,500	-10.3%
Uniforms	500	528	528	840	59.1%
Building Maint. /Repair	500	2,744	2,744	500	-81.8%
EMS Services	36,000	27,000	36,000	36,000	0.0%
Subtotal Fire & EMS	81,813	61,323	83,681	87,503	4.6%

Sanitation- This activity is performed by contract with Allied Waste. Based on the last month's billing, the appropriation for this contract have been increased by 2.5%.

Expenditures

Public Works

450 Sanitation

Expenditures

Allied Waste Contract

Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
191,100	156,998	195,610	200,655	2.6%

Special Events Donations- To make sure there is public transparency with respect to donations made by the City with public funds, this section has been added so that the Council may deliberate and make a decision on each one. The levels of funding approximate last years with the exception of awards and celebrations.

<u>Expenditures</u>	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
620 Special Event- Donations					
Annual Fire Works	3,500	2,724	2,724	3,500	28.5%
Annual Easter Egg Hunt	250	240	250	250	0.0%
Awards - Celebrations	1,500	221	300	500	66.7%
Contribution to Library	500	-	500	500	0.0%
Subtotal Special Events	5,750	3,185	3,774	4,750	25.9%



Transfers Out To

Each year, the General fund may be required to transfer money to other accounts in order to fund specific items that are the General Funds responsibility but are paid out of different funds.

In the 2016-17 budget the transfer shown below is to provide funding in the Debt Service fund for payment on a loan made to build the EMS station and to purchase two police vehicles. These obligations total \$35,874.00.

This is to cover the cost of a final payment for Police Vehicles and an annual payment for the loan used to build the EMS Station.

900 Transfers Out To	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Fund 34 Debt Service Notes	35,973	11,991	35,973	35,874	-0.3%
Subtotal Transfers Out	35,973	11,991	35,973	35,874	-0.3%

The following chart sums up total estimated Revenue and Appropriations for Expenditures for the General Fund.

Total General Fund Expenditures	1,324,621	1,062,675	1,318,413	1,331,612	1.0%
	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Total Revenue	1,344,532	1,044,128	1,318,413	1,331,743	1.0%
Total Expenditures	1,324,621	1,062,675	1,318,413	1,331,612	1.0%
Surplus/ (Deficit)	19,911	(18,546)	(0)	131	0.0%



Water and Sewer Utility Fund-

Proprietary funds are used to account for the City's activities that are similar to a commercial enterprise. In this instance the enterprises are the Water and Wastewater Systems.

The source of supply for the Water System comes from three ground water wells where the water is treated and stored. The main storage tank is a 250,000 gallon elevated storage tank located behind City Hall. The distribution system is made up of 8", 6", 4" and 2" inch pipes that are PVC, steel, A/C concrete or clay. Many sections of the distribution system are in need of replacement or major repair.

The Wastewater System is made up of collection pipes which are again made up of a variety of materials including PVC, clay/tile and A/C concrete. The service lines make their way to one of 6 lift stations that eventually flow to the treatment plant. The treatment plant is a full service plant consisting of an oxidation tank, two clarifiers and an aeration tank. The treated water is then returned to the outfall on rabbit creek. The collection lines of the sewer system are also in great need of replacement or repair.

The 2016-17 operating budget for the Utility Fund is based on maintaining fees and charges as have been adjusted during the current fiscal year.

Revenue-

Water Sales- Revenue from water sales are to a large extent a function of the weather. Dry hot weather will increase consumption and higher volumes of use which result in higher receipts from water sales. Weather patterns in the last two years have depressed the volume of water used by customers. Assuming that more normal weather patterns will prevail in the coming year, current rates should be sufficient to generate enough revenue to cover operating expenses and debt payments.

Sewer Sales- Revenue collected from sewer services are also affected by the weather but to a lesser extent. A recent analysis of the sewer rates show that revenue generated from the current rates are not quite sufficient to cover the cost of sewer operations. It is likely that mid-year, additional further analysis of sewer rates need to be made to determine if rates for particularly residential customers need to be increased.

Expenditures-

Due mostly to the reduction in debt payments in the coming fiscal year, total expenditures and transfers are projected to be reduced by 8.7%. As pointed out earlier, the anticipated surplus revenue will be earmarked for reserves. Following are brief comments on the changes in appropriations expected for each category of expense.

Salaries and Benefits- No adjustments are projected to be made for salaries for the employees assigned to the Utility Fund. The cost increase reflected in this category are a result of increased cost of benefits that have been passed on to the

City by the insurance providers and allocation of more time to Utility Fund work for the Departments five employees. In addition to water and sewer maintenance and operation, the Utility workers are also assigned to work on General fund activities such as O&M for streets, parks and buildings. In the past, the allocation of 25% of their time was for general fund supported activities, for 2016-17 this allocation was reduced to 20%. The other 80% of their time is allocated to Utility Fund activities.

There are no proposed increases in staff for 2016-17. The number of 5.0 full time equivalent positions is proposed to be maintained. Right now the city is at full staff and expects to remain so through most if not all of the year. For this reason no salary savings are expected to accrue.

Materials, Supplies and Utilities – Total expenditures for material, supplies and utilities are proposed to increase by \$17,133 or 6.91%. This is mostly due to adding a net \$15,000 to general improvements to the water and sewer systems in general. This will be used to make preventive repairs to the WWTP, water wells, or the distribution system.

Insurance and Professional Fees- The Utility system does contribute to payment of professional fees of the auditor, attorneys and consultants. The increase of approximately \$10,000 is in anticipation of accelerating the auditing work so we can get caught up.

Equipment O&M and Related Charges- This category of expenditures includes maintenance and operating costs of equipment including computer and network O&M. These costs are projected to decrease approximately \$9,195 or 11%. Lower maintenance costs are anticipated based on less need because of the new equipment.

Fines and Penalties - The City's water system is still under an Agreed Order from TCEQ for a violation that occurred in 2009. The outstanding balance on the penalty that was owed is \$26,400. A grace period was given for this fiscal year but will resume in FY 2016-17 unless we can get the TCEQ to waive the remaining amount.

60 Water and Sewer Fund

Revenue	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Interest Income	100	-	100	-	-100.0%
Bulk Water sales	250	4,242	4,750	5,000	5.3%
Ins Reimbursement of claim	-	15,235	15,235	-	-100.0%
Water Sales	762,553	540,227	728,073	735,000	1.0%
Water taps	2,500	350	2,500	1,000	-60.0%
Reconnect Fees	5,000	3,700	5,000	4,500	-10.0%
Returned checks fee	1,100	2,053	1,900	2,200	15.8%
Late Fees	20,000	23,892	27,000	2,400	-91.1%
Connect Fees	10,500	11,251	14,500	12,500	-13.8%
Sub-total Water Sales	802,003	600,950	799,058	762,600	-4.6%
Reimbursement of Expenses	45,000	-	-	-	0.0%
Sewer Sales and service	333,865	311,170	378,865	415,000	9.5%
Sewer Taps	800	300	800	400	-50.0%
Sub-total Sewer Sales	379,665	311,470	379,665	415,400	9.4%
Water/Sewer Total Revenue	1,181,668	912,420	1,178,723	1,178,000	-0.1%

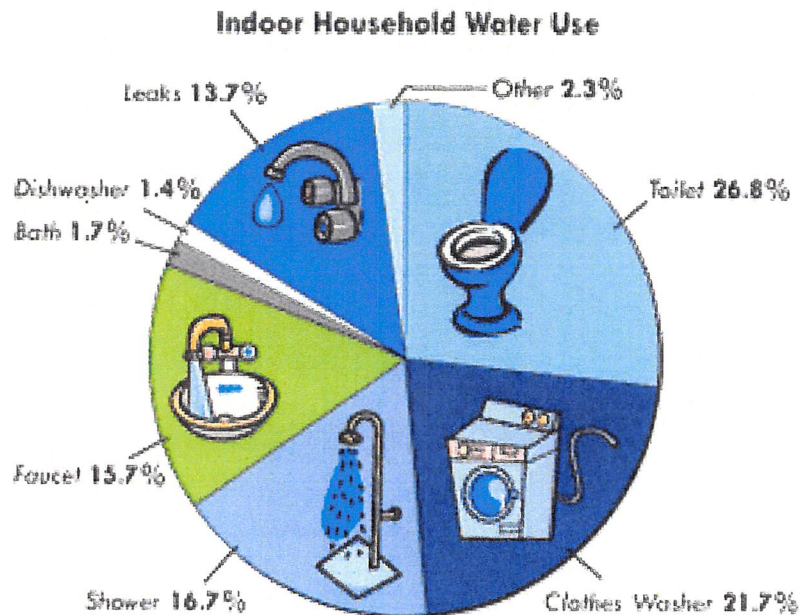


Expenditures-

Administration – The expenditure plan is been broken down into four Sections beginning with the Administrative Section. The only authorized position for this section is the Utility Billing Clerk. It also consists of expenses common to both the water and sewer divisions and are allocated equally in analyzing costs.

Utility Fund

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
PUBLIC WORKS- Utility Administration					Full Time Equiv. Pos.		
Utility Billing Clerk	2	1	1	1	1.00	1.00	1.00



Source: Awwa Research Foundation (1999)

The next page reflects budgeted amounts for 2015-16 for the Administrative Section.

Admin. - UB & Common Exp.

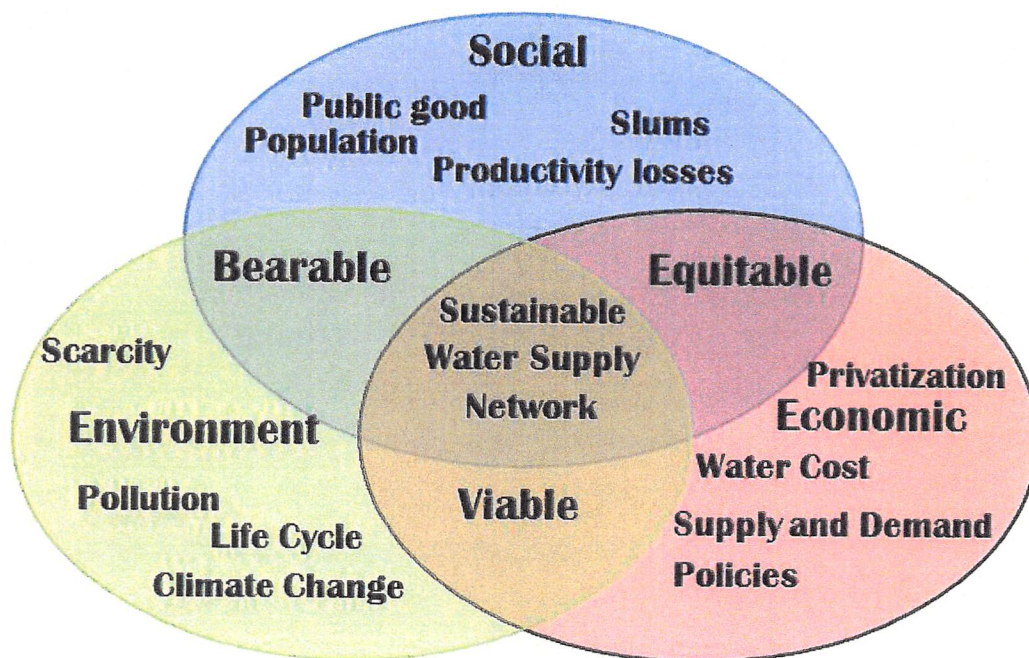
Expenditures

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	25,764	21,267	26,119	25,626	-1.9%
Overtime	-	28	75	-	-100.0%
Vision Plan	109	36	60	83	38.8%
Unemployment	90	171	90	90	0.0%
Payroll Retirement	313	267	321	560	74.3%
Payroll Health Ins.	5,284	4,032	4,881	5,684	16.4%
Payroll Dental Ins.	416	315	382	452	18.2%
Payroll Life Ins	41	11	64	41	-36.6%
Payroll FICA	1,984	1,674	2,005	1,973	-1.6%
Flexible Spending	36	-	36	-	-100.0%
Workers Comp.	116	-	45	115	156.3%
Travel/Expenses	-	502	502	500	-0.4%
Training	-	295	295	300	1.7%
Postage	5,200	3,964	5,200	5,500	5.8%
Office Supplies	1,100	1,450	1,850	1,850	0.0%
Copies & Copier	1,800	2,000	2,200	2,000	-9.1%
Legal/Professional	15,000	-	-	-	0.0%
Computers/Software	3,500	-	3,500	-	-100.0%
Cell Phone Allowance	2,352	797	2,352	2,300	-2.2%
Telephone	1,200	433	700	700	0.0%
Liability ins.	6,707	6,339	6,707	6,900	2.9%
Uniforms	3,000	4,759	3,000	3,500	16.7%
Contract labor	-	1,823	1,223	2,000	63.5%
Legal/Professional	-	4,564	6,050	6,000	-0.8%
Audit Fees	-	2,850	5,500	15,000	172.7%
USTI License/Maintenance	-	-	-	1,205	0.0%
Computer training	-	1,165	1,200	-	-100.0%
Sub-total Administration.	74,012	58,738	74,357	82,378	10.8%

Water Maintenance and Operations – In prior years, the account found on the following page contained combined expenses of Water O&M, Sewer O&M and Administrative costs. These costs are now distributed in the 2016-17 budget for each of three sections.

Utility Fund

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
PUBLIC WORKS- Water O&M							
Public Works Supt.	6	1	1	1	1.00	0.40	0.40
P W Util. Worker	4	1	1	1	1.00	0.40	0.40
Public Works Maint. (Crew Leader)	3	1	1	1	0.00	0.40	0.40
Public Works Maint.	2	<u>2</u>	<u>2</u>	<u>2</u>	<u>0.00</u>	<u>0.40</u>	<u>0.40</u>
Total		5	5	5	2.00	1.60	1.60



Water Operations
Expenditures

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	46,910	48,026	59,076	60,969	3.2%
Overtime	5,963	6,434	9,347	11,432	22.3%
Vision Plan	174	115	174	177	1.7%
Unemployment	144	359	144	191	32.8%
Payroll Retirement	569	671	792	1,331	68.1%
Payroll Health Ins.	8,454	7,771	8,454	12,078	42.9%
Payroll Dental Ins.	666	583	666	1,807	171.3%
Payroll Life Ins	65	47	65	86	32.6%
Payroll FICA	3,505	3,785	4,901	5,575	13.7%
Flexible Spending	71	-	71	18	-75.0%
Workers Comp.	2,050	2,763	1,384	2,664	92.5%
Travel/Expenses	500	394	500	500	0.0%
Training	600	842	842	1,200	42.5%
Electricity	40,345	26,484	33,845	34,000	0.5%
Maintenance/Supplies	30,000	27,442	31,000	35,000	12.9%
Gas & Oil	5,500	3,210	4,200	4,500	7.1%
Veh. Repair	9,500	4,397	6,500	6,500	0.0%
Minor Equipment	10,000	12,654	15,000	12,000	-20.0%
Contract labor	7,680	7,192	7,370	5,000	-32.2%
Equipment Maint.	25,000	9,712	12,000	7,500	-37.5%
Equipment Rental	-	1,500	1,500	1,500	0.0%
State Permit Fees	6,500	2,604	3,500	3,500	0.0%
Water Testing	1,500	3,223	4,500	4,500	0.0%
Water Tank Inspections	1,200	1,200	1,200	1,200	0.0%
Gen Maint. Water System	18,000	24,485	27,000	35,000	29.6%
Fines & Penalties	13,200	284	3,200	26,400	725.0%
Sub-total Water O&M	238,096	196,177	237,231	274,628	15.8%

Wastewater Maintenance and Operations

This section devoted exclusively to direct wastewater system expenditures.

It consists of a breakout of expenses specifically for wastewater operations and maintenance. If you compare the revenue generated by sewer rates with these costs plus the amounts transferred out, it can be seen that sewer revenues do not cover the costs of expenses. This is one reason the sewer rates are proposed to be increased by a larger margin than water rates.

The following chart shows that 40% of the Public works staff is expected to be charged to Sewer Operations. As experience is gained in applying employee costs to each of these operations, a more accurate breakdown may be achieved.

Utility Fund

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
PUBLIC WORKS- Wastewater O&M							
Public Works Supt.	6	0	0	0	0.00	0.40	0.40
P W Util. Worker	4	0	0	0	0.00	0.40	0.40
Public Works Maint. (Crew Leader)	3	0	0	0	0.00	0.40	0.40
Public Works Maint.	2	0	0	0	0.00	0.40	0.40
Total		0	0	0	-	1.60	1.60



The chart on the following page contains the proposed appropriations for the Sewer Operations and maintenance for FY 2016-17.

60 Water and Sewer Fund**Sewer Operations****Expenditures**

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	46,910	46,026	59,076	60,969	3.2%
Overtime	5,963	6,434	9,347	11,432	22.3%
Vision Plan	174	115	174	177	1.7%
Unemployment	144	359	144	191	32.8%
Payroll Retirement	569	671	792	1,331	68.1%
Payroll Health Ins.	8,454	7,772	8,454	12,078	42.9%
Payroll Dental Ins.	666	582	666	1,807	171.3%
Payroll Life Ins	65	64	65	86	32.6%
Payroll FICA	3,505	4,134	4,901	5,575	13.7%
Flexible Spending	71	-	71	18	-75.0%
Workers Comp.	2,050	61	1,050	2,664	153.7%
Travel		33	33	250	657.6%
Electricity	55,589	30,203	40,589	40,000	-1.5%
Maintenance/Supplies	30,000	30,825	32,500	36,000	10.8%
Gas & Oil	5,500	2,777	3,500	3,500	0.0%
Veh. Repair	9,500	3,150	5,000	5,000	0.0%
Equipment	10,000	15,644	18,500	20,000	8.1%
Contract labor	5,000	6,552	6,700	5,000	-25.4%
Equipment Maint.	25,000	10,010	12,500	10,000	-20.0%
Equipment Rental	-	2,741	3,000	2,000	-33.3%
Sludge Hauling	-	266	3,188	2,500	-21.6%
Sludge Pumping	-	490	500	2,500	400.0%
State Permit Fees	10,000	4,333	5,000	5,000	0.0%
Sewer Analysis & Inspect.	5,000	2,658	3,000	3,000	0.0%
Gen Maint. SewerSystem	18,000	26,472	28,000	35,000	25.0%
Sub-total Sewer M&O	242,160	202,370	246,750	266,078	7.8%
Total Water/Sewer Operations	554,268	457,285	558,338	623,085	11.6%

Transfers Out- Water and Sewer Fund

This section records appropriations that subsidize or otherwise fund indirectly related expenses of the Water and Sewer Fund. They are mostly to fund debt service payments but the largest amount is for reimbursing the General Fund for resources used by the Water and Sewer fund. An example is the administrative staff (City Manager, City Secretary, Finance Director) who are charged 100% to the General Fund but spend a great deal of time providing administrative services to the Water and Sewer Fund. Rather than charge these expense directly to Water and Sewer, transfers are made to the General fund from these accounts.

The chart shown below lists the transfers out for Water and Sewer purposes.

60 Water and Sewer Fund

Transfers Out - Water

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
To General Fund	110,000	45,832	110,000	115,000	4.5%
To Bond I&S. COs	112,942	37,157	112,942	82,981	-26.5%
To Debt Serv Notes & Loans	55,000	22,916	55,000	21,256	-61.4%
Sub-total Transfer out Water	277,942	105,905	277,942	219,237	-21.1%

Transfers Out - Sewer

To General Fund	110,000	36,666	110,000	115,000	4.5%
To Bond I&S. COs	112,942	27,745	112,942	82,981	-26.5%
To Debt Serv Notes & Loans	119,500	39,833	119,500	35,756	-70.1%
Sub-total Transfer out Sewer	342,442	104,244	342,442	233,737	-31.7%

The following chart is a recap of all Water and Sewer fund Expenditures and Expenses.

Water/Sewer Fund

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Revenue	1,181,668	912,420	1,178,723	1,178,000	-0.1%
Expenditures	1,174,652	667,435	1,178,722	1,076,058	-8.7%
Difference	7,016	244,986	0	101,942	



Cemetery Operations and Maintenance Fund-

The Cemetery Fund is also considered a proprietary fund for accounting purposes. In 2015-16 the Council authorized use of a property tax to supplement revenue received from sale of plots and interment fees. This provided an additional \$40,000 in funds to begin an improvement program that will last a few years. During the current fiscal year a significant effort was made to mobilize volunteers to help start the process of cleaning up and beautifying the cemetery grounds. These efforts as well as paid contractors needed to provide landscaping services have made considerable improvements in the appearance of the cemetery over the last year. These efforts are expected to continue in 2016-17.

Revenue-

Property Taxes- represent approximately 2/3rd of total Revenue for the Cemetery Fund for 2016-17. Total receipts are down 12% because in the prior year a grant was received from the OMDD that will not be repeated in the coming year. Property tax receipts are slightly more than last year due to an increase in the assessed value of the tax base. The rate is proposed to stay the same at \$0.05 cents. This is the maximum allowable under the law and is expected to stay the same until unmet maintenance needs are fully addressed.

Sale of Plots- The sale of cemetery spaces even after an increase to \$500.00 per space were quadruple what they have been in past years. With added emphasis on the appearance and improved management of the records and data, this level is expected to continue. For 2016-17 projected sales are about the same as that expected for this current fiscal year.

Expenditures-

Salaries and Benefits- Salaries and benefits increased approximately 9% for Cemetery Operations, from \$16,780 to \$18,256. This resulted from moving an additional amount for the City Secretary to the Cemetery Fund from Administration.

Materials, Supplies and Utilities – The difference of approximately \$5,500 in materials, supplies, etc. from 2016 to FY 2017 are tax collection fees which were under recorded in 2016 and filing fees collected by the county for filing deeds. The former is recovered from delinquent taxpayers and the latter is collected from buyers that have the City file their deed for them.

Contracted Services- The City has a contract with L&L Services for monthly grounds maintenance at \$1,500 per month. The contract runs until December 2017. It is likely that the cost will go up after that but for the coming fiscal year, the \$18,000 annual cost will allow a cushion for additional contract work in landscaping of approximately \$12,000.

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
CEMETERY FUND							
City Secretary/ Planning & Community Development	8	0	0	0	0.00	0.00	0.15
Director of Finance	6	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.10</u>
Total		0	0	0	0.00	0.00	0.25

Because of the amount of time spent by certain members of the administrative staff in managing cemetery operations, it is reasonable that this fund support the costs of individuals assigned to this function. In the past, this administrative support was supplied by volunteers. While there are still a number of volunteers assisting staff in these efforts, City employees are responsible for management activities related to operation of the Cemetery. For this reason a total of 0.25 equivalent positions are being funded out of the Cemetery fund beginning in 2016-17.



Cemetery Operations & Maint.

Revenue	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Prop. Taxes-Current	37,000	37,272	37,000	40,858	10.4%
Prop Taxes Delinquent	3,500	56	3,500	1,500	-57.1%
Donations	400	288	400	500	25.0%
Other Income	-	1,133	1,000	1,000	0.0%
Tax Penalties and Interest	-	220	250	250	0.0%
Tax Collection Fees	-	38	60	100	66.7%
County Reg Filing Fee	-	124	150	200	33.3%
Cemetery Plot Sales	3,500	15,542	15,500	15,000	-3.2%
Interment Fees	1,000	1,500	1,500	1,500	0.0%
OMDD Grant	-	9,800	9,800	-	-100.0%
Total Cemetery Revenue	45,400	65,972	69,160	60,908	-11.9%

Cemetery Operations & Maint.

<u>Expenditures</u>	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Salaries	10,010	6,348	13,156	15,167	15.3%
Overtime	-	68	500	-	-100.0%
Vision Plan	7	-	23	21	-10.2%
Unemployment Ins	8	-	8	41	406.3%
Payroll Retirement	122	64	134	236	76.6%
Payroll Health Ins	929	643	1,444	1,421	-1.6%
Payroll Dental ins	74	51	399	113	-71.7%
Payroll Life ins	7	5	39	10	-74.0%
Payroll FICA	771	491	1,047	1,168	11.6%
Flex Spending	8	-	8	11	38.8%
Workers Compensation	45	-	23	68	196.2%
Postage	-	59	-	150	0.0%
Office Supplies	-	343	500	500	0.0%
Maint. Materials	10,000	1,264	3,000	3,500	16.7%
Tax Collection fees paid	-	163	250	2,503	901.2%
Contract Labor	-	-	1,000	1,500	50.0%
Administration Fee (Filing)	-	528	750	2,500	233.3%
Legal Attorney's Fees	-	-	500	700	40.0%
Filing Fees- Deeds	-	228	350	350	0.0%
USTI License/Maintenance	-	-	-	240	0.0%
Grounds Repairs Cut Grass	18,000	12,487	24,400	18,000	-26.2%
Landscaping	4,000	9,770	21,230	12,000	-43.5%
Sub-total Cemetery Fund	43,980	32,510	68,760	60,199	-12.5%
Revenue	45,400	65,972	69,160	60,908	-11.9%
Expenditures	43,980	32,510	68,760	60,199	-12.5%
Difference	1,420	33,462	400	709	



Interest and Sinking (Debt Service) Fund-

This fund type is used to account for resources used to service principal and interest payments on long term debt such as general obligation Bonds, Revenue Bonds, Certificates of Obligation, etc.

In 2016-17 total debt payments are scheduled to be reduced by approximately \$150,000. Despite this reduction, there is a large disparity between the amounts funded through surplus water/sewer revenue and property taxes. In an effort to get this ratio closer to what it should be, it is recommended that the Debt portion of the property tax rate be raised \$0.02 cents from the previous (2015-16) tax rate of \$0.21800 per \$100.00 assessed valuation.

For the Fiscal Year ending September 30, 2017, a tax rate of \$0.21800 would generate property tax receipts that would cover the only 80% of the total debt service payments allocated to the general fund based on use of proceeds of the bonds. Raising the rate to \$0.23800 would generate property tax receipts that would cover 88% of debt service payments for General fund related bonds.

This would represent a fairer distribution of costs between water/sewer customers and property owners.

Revenue-

Sources of Funding: A tax rate of \$0.238000 would generate \$194,482.00 in tax receipts leaving \$203,009.00 to be funded by surplus water /sewer revenue. To generate the proposed amount of revenue the tax rate would have to be increased by \$0.02 from last year's \$0.0218000 to \$0.238000.

Expenditures-

Debt Service Payments- on long term debt are projected to decrease by \$28,884.00 to \$375,044.00 in 2016-17. No new debt has been issued and interest payments decrease each year as the unpaid balance decreases.

Repayments on Notes and Loans – will likewise decrease from the prior year by \$121,672.00 for 2016-17. The decreases in transfers from the water and sewer fund will help generate a slight surplus in the utility fund at the end of the fiscal year. This surplus will be begin to develop a reserve amount which for the Utility fund should be from \$250,000 to \$300,000. In past years no surplus funds were available so no reserves have been established.

In 2015-16, a loan was made of \$120,000 to purchase needed new equipment for public works. The term of the loan is 48 months with monthly principal and interest payments beginning in October 2106.

Debt Service (I&S) Funds**Revenue****2002-03 Bonds-**

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Ad Valorem Taxes Current	172,820	155,690	162,820	194,482	19.4%
Ad Valorem Taxes Delinquent	2,624	8,760	11,624	11,000	-5.4%
Tax Penalties and Int.	-	2,397	2,500	2,500	0.0%
Tax Collect Fees - Atty	-	891	1,100	1,100	0.0%
Transfers In Water Fund	112,942	87,157	112,942	82,981	-26.5%
Transfers In Sewer Fund	112,942	87,157	112,942	82,981	-26.5%
Sub-Total	401,328	342,050	403,928	375,044	-7.2%

Expenditures**2002 CO Bonds -**

Tax Collection Fees (Atty)	-	201	350	300	-14.3%
2002 CO Bonds- Principal	150,000	150,000	150,000	150,000	0.0%
2002 CO Bonds- Interest	54,325	29,150	54,325	46,375	-14.6%
Sub-Total	204,325	179,351	204,675	196,675	-3.9%

2003 CO and Refunding Bonds

Tax Collection Fees (Atty)	-	1,370	2,500	2,000	-20.0%
Paying Agent Fees	-	300	300	300	0.0%
2003 CO Bonds- Principal	165,000	-	165,000	155,000	-6.1%
2003 CO Bonds- Interest	31,390	15,995	31,390	21,070	-32.9%
Sub-Total	196,390	17,665	199,190	178,370	-10.5%

Total Bond Debt Service	400,715	197,016	403,865	375,045	-
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Notes and Loans**Revenue**

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
Interest Income	50	-	50	50	0.0%
Transfers In Water	55,000	22,916	80,000	21,256	-73.4%
Transfers In Sewer	119,500	39,833	99,500	35,756	-64.1%
Transfers In General Fund	35,973	11,991	35,973	35,874	-0.3%
Sub-Total	210,523	74,740	215,523	92,936	-56.9%

Expenditures

EMS Building Loan	12,267	7,443	12,267	11,165	-9.0%
Texas BAT - Police Vehicles	24,709	24,709	24,709	24,709	0.0%
OMDD 95K Promissory Note Vac Truck	9,500	-	9,500	9,500	0.0%
OMDD 50K Promissory Note WT	5,000	-	5,000	5,000	0.0%
OMDD 100K Promissory Note Sewer	10,000	10,000	10,000	10,000	0.0%
Unsecured Bank Loan	150,000	151,882	150,000	-	-100.0%
Unsecured Bank Loan Int. 4 months	-	1,882	3,082	32,512	954.9%
Sub-Total	211,476	195,916	214,558	92,886	-56.7%

Total Debt Service (I&S) Funds Rev.	611,851	416,791	619,451	467,980	-24.5%
Expenditures	612,191	392,931	618,423	467,931	-24.3%
Difference	(340)	23,859	1,028	49	

\$1,450,000 CITY OF OVERTON**CERTIFICATES OF OBLIGATION SERIES 2002, DATED JULY 15, 2002**

FY Ending 30 Sept.	Debt Service	Prior Principal Due 2/15	Interest Rate	Interest Due 2/15	Interest Due 8/15	Total 2002 Series	Grand Total
2002	\$ 289,576	\$ -		\$ -	\$ -	\$ -	\$ 289,576
2003	282,930	15,000	5.300%	44,829	38,028	97,857	380,787
2004	286,155	15,000	5.300%	38,028	37,630	90,658	376,813
2005	288,641	15,000	5.300%	37,630	37,233	89,863	378,504
2006	290,497	15,000	5.300%	37,233	36,835	89,068	379,565
2007	291,628	15,000	5.300%	36,835	36,438	88,273	379,901
2008	292,009	15,000	5.300%	36,438	36,040	87,478	379,487
2009	291,668	15,000	5.300%	36,040	35,643	86,683	378,351
2010	290,559	20,000	5.300%	35,643	35,113	90,756	381,315
2011	288,765	20,000	5.300%	35,113	34,583	89,696	378,461
2012	291,302	20,000	5.300%	34,583	34,053	88,636	379,938
2013	292,858	20,000	5.300%	34,053	33,523	87,576	380,434
2014	288,495	25,000	5.300%	33,523	32,860	91,383	379,878
2015	142,273	140,000	5.300%	32,860	29,150	202,010	344,283
2016	-	150,000	5.300%	29,150	25,175	204,325	204,325
2017	-	150,000	5.300%	25,175	21,200	196,375	196,375
2018	-	160,000	5.300%	21,200	16,960	198,160	198,160
2019	-	160,000	5.300%	16,960	12,720	189,680	189,680
2020	-	160,000	5.300%	12,720	8,480	181,200	181,200
2021	-	160,000	5.300%	8,480	4,240	172,720	172,720
2022	-	160,000	5.300%	4,240	-	164,240	164,240
2023	-	-	-	-	-	-	-
2024	-	-	-	-	-	-	-
	<u>\$ 3,907,356</u>	<u>\$ 1,450,000</u>		<u>\$ 590,733</u>	<u>\$ 545,904</u>	<u>\$ 2,586,637</u>	<u>\$ 6,493,993</u>

Outstanding Principal

as of October 1, 2016 **\$ 950,000**

The following chart and the chart on the next page are debt payment schedules for each of the two currently outstanding bond issues for the City of Overton.

\$2,900,000 CITY OF OVERTON

CERTIFICATES OF OBLIGATION & REFUNDING BONDS SERIES 2003, DELIVERED AUGUST 2002

	Principal		Total	Interest		Total	Grand
	Refunding	Tax Surplus	Principal Due 8/15	Due 2/15	Due 8/15	Interest	Total
2004	\$ 110,000.00	\$ 15,000.00	\$ 125,000.00	\$ 63,042.78	\$ 62,350.00	\$ 125,392.78	\$ 250,392.78
2005	115,000.00	20,000.00	135,000.00	59,662.50	59,662.50	119,325.00	254,325.00
2006	135,000.00	20,000.00	155,000.00	56,760.00	56,760.00	113,520.00	268,520.00
2007	140,000.00	25,000.00	165,000.00	53,427.50	53,427.50	106,855.00	271,855.00
2008	150,000.00	25,000.00	175,000.00	49,880.00	49,880.00	99,760.00	274,760.00
2009	155,000.00	25,000.00	180,000.00	46,117.50	46,117.50	92,235.00	272,235.00
2010	160,000.00	25,000.00	185,000.00	42,247.50	42,247.50	84,495.00	269,495.00
2011	180,000.00	30,000.00	210,000.00	38,270.00	38,270.00	76,540.00	286,540.00
2012	190,000.00	30,000.00	220,000.00	33,755.00	33,755.00	67,510.00	287,510.00
2013	200,000.00	30,000.00	230,000.00	29,025.00	29,025.00	58,050.00	288,050.00
2014	205,000.00	35,000.00	240,000.00	24,080.00	24,080.00	48,160.00	288,160.00
2015	130,000.00	20,000.00	150,000.00	18,920.00	18,920.00	37,840.00	187,840.00
2016	140,000.00	25,000.00	165,000.00	15,695.00	15,695.00	31,390.00	196,390.00
2017	155,000.00	25,000.00	180,000.00	12,147.50	12,147.50	24,295.00	204,295.00
2018	160,000.00	25,000.00	185,000.00	8,277.50	8,277.50	16,555.00	201,555.00
2019	175,000.00	25,000.00	200,000.00	4,300.00	4,300.00	8,600.00	208,600.00
Total	<u>\$ 2,500,000.00</u>	<u>\$ 400,000.00</u>	<u>\$ 2,900,000.00</u>	<u>\$ 555,607.78</u>	<u>\$ 554,915.00</u>	<u>\$ 1,110,522.78</u>	<u>\$ 4,010,522.78</u>

Outstanding Principal
as of October 1, 2016

\$ 565,000.00

SPECIAL REVENUE FUNDS

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Special Revenue Funds - Court

14 Technology Fund

Revenue

Technology Fees	3,000	1,932	2,200	2,200	0.0%
OMNI Fees	1,000	55	100	100	0.0%
Sub-Total	4,000	1,987	2,300	2,300	0.0%

Expenditure

Computer - Hardware	1,500	2,700	2,700	2,300	-14.8%
Computer Software	500	-	-	-	0.0%
Sub-Total	3,000	2,700	2,700	2,300	-14.8%

24 Court Security Fund

Revenue

Security Fee	1,600	1,449	1,500	1,500	0.0%
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Expenditure

Salaries- Bailiff	-	1,102	1,100	1,000	-9.1%
Payroll Retirement	-	14	-	-	0.0%
Payroll FICA	-	88	-	-	0.0%
Equipment Maint.	1,600	269	1,600	500	-68.8%
Sub-Total	1,600	1,475	2,700	1,500	-44.4%

26 Other Dedicated Court Revenue

Revenue

Court Efficiency	2,400	2,223	4,025	2,400	-40.4%
Sub-Total	2,400	2,223	4,025	2,400	-40.4%

Expenditure

Materials and supplies	1,000	-	1,000	1,200	20.0%
Court Personnel Training	1,000	-	1,000	1,200	20.0%
Sub-Total	2,000	-	2,000	2,400	20.0%

27 Police Seizure Fund

Revenue

Police Seizure	1,000	-	1,000	1,000	
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Expenditure

Materials and supplies	1,000	-	1,000	1,000	
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SPECIAL REVENUE FUNDS (Cont.)**28 Police Donations - Fund Raisers**

	Adopted FY 2016	Y-T-Date 7-30-2016	Amend. # 2 9-15-2016	Adopted FY 2016-17	% inc/ (dec)
<u>Revenue</u>					
Donations	500	-	500	-	-100.0%
Police Dept. Calendar	1,000	825	2,000	1,000	-50.0%
National Night Out	200	-	200	-	-100.0%
Sub-Total	1,700	825	2,700	1,000	-63.0%
<u>Expenditure</u>					
Equipment	1,000	711	1,000	-	-100.0%
National Nite Out	-	471	500	-	-100.0%
Calendar Expenses	-	2,093	-	-	0.0%
Sub total	1,000	3,275	1,500	-	-100.0%
Total Special Revenue Funds					
Revenue	10,700	6,485	11,525	8,200	-28.9%
Expenditures	8,600	7,449	9,900	7,200	-27.3%
Difference	2,100	(965)	1,625	1,000	-38.5%

Total All Funds

Total Revenue	3,194,151	2,445,796	3,197,272	3,046,831	-4.7%
Total Expenditures	3,164,044	2,163,000	3,194,219	2,943,000	-7.9%
			3,053	103,831	

APPENDICES:

Appendix A: Classification and Compensation Plan

Appendix B: Authorized Positions

Appendix C: Budget Calendar

Appendix D: ORDINANCE NO. 2016-09-15B Adoption of FY 2016-17 Budget

Appendix E: ORDINANCE NO. 2016-09-15C Adoption of FY 2016-17 Ad Valorem Tax Rate

Appendix F: ORDINANCE NO. 2016-09-15D Adoption of FY 2016-17 Cemetery O&M Tax Rate

Appendix G: ORDINANCE NO. 2016-05-19B Current Fee Schedule



Appendix A: Classification and Compensation Plan

GRADE	CLASSIFICATION
12	City Manager
11	Open
10	Police Chief
9	Open
8	City Secretary / Community Dev. Coordinator
7	Open
6	Financial Director
*	Police Captain
	Public Works Superintendent
5	Police/Code Enforcement Officer
*	
4	Public Works Utility Worker
*	Police Officer
3	Public Works Maintenance Lead Worker
2	Dispatcher
	Municipal Clerk
	Utility Billing Clerk
	Public Works Maintenance Worker
1	Part Time Dispatcher
	Part Time Police Officer
0	Seasonal or Temporary Worker

Appendix A: (Cont.)

Base Pay Schedule							Annual Salary Based on 80 hr per pay cycle	
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Min	Max
12	\$27.20	\$28.56	\$29.92	\$31.28	\$32.64	\$34.00	\$56,576	\$70,719
11	\$25.60	\$26.88	\$28.16	\$29.44	\$30.72	\$32.00	\$53,248	\$66,559
10	\$24.00	\$25.20	\$26.40	\$27.60	\$28.80	\$30.00	\$49,920	\$62,399
9	\$22.40	\$23.52	\$24.64	\$25.76	\$26.88	\$28.00	\$46,592	\$58,239
8	\$20.80	\$21.84	\$22.88	\$23.92	\$24.96	\$26.00	\$ 43, 264	\$54,079
7	\$19.20	\$20.16	\$21.12	\$22.08	\$23.04	\$24.00	\$39,936	\$49,919
6	\$17.60	\$18.48	\$19.36	\$20.24	\$21.12	\$22.00	\$36,608	\$45,759
*PD							\$38,438	\$48,048
5	\$16.00	\$16.80	\$17.60	\$18.40	\$19.20	\$20.00	\$33,280	\$41,599
*PD							\$34,944	\$45,680
4	\$14.40	\$15.12	\$15.84	\$16.56	\$17.28	\$18.00	\$29,952	\$37,439
*PD							\$31,449	\$39,312
3	\$12.80	\$13.44	\$14.08	\$14.72	\$15.36	\$16.00	\$26,624	\$33,279
2	\$11.20	\$11.76	\$12.32	\$12.88	\$13.44	\$14.00	\$23,296	\$29,119
1	\$9.60	\$10.08	\$10.56	\$11.04	\$11.52	\$12.00	\$19,968	\$24,959
0	\$7.50	\$7.75	\$8.00	\$8.25	\$8.50	\$9.00	Not Applicable	
*PD = Police Officers work a minimum of 84 hours per two (2) week pay cycle								

APPENDIX B

General Fund

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
ADMINISTRATION		Full Time Equiv. Pos.					
City Manager	12	1	1	1	1.00	1.00	1.00
City Secretary	-	0	0	0	1.00	0.00	0.00
City Secretary/ Planning & Community Development	8	1	1	1	0.00	1.00	0.70
Director of Finance	6	<u>1</u>	<u>1</u>	<u>1</u>	<u>1.00</u>	<u>1.00</u>	<u>0.90</u>
Total		3	3	3	3.00	3.00	2.60
Planning /Comm Development		Full Time Equiv. Pos.					
City Secretary/ Planning & Community Development	8	0	0	1	0.00	0.00	0.15
Municipal Court Clerk	2	1	1	1	1.00	1.00	1.00
POLICE DEPARTMENT		Full Time Equiv. Pos.					
Chief of Police	10	1	1	1	1.00	1.00	1.00
Police Captain	6	1	1	1	1.00	1.00	1.00
Police Officer Code Enforcement	5	1	1	1	1.00	1.00	1.00
Police Officer (K-9 cert)	4	1	1	1	1.00	1.00	1.00
Police Officer	4	2	2	2	2.00	2.00	2.00
Police Officer PT Animal Control	1	<u>1</u>	<u>1</u>	<u>1</u>	<u>0.50</u>	<u>0.80</u>	<u>0.80</u>
Sub-total		7	7	7	6.50	6.80	6.80
Dispatcher	2	2	2	2	2.00	2.00	2.00
Dispatcher Pt.	1	<u>2</u>	<u>2</u>	<u>2</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Sub-total		4	4	4	3.00	3.00	3.00
Total Police Department		11	11	11	9.50	9.80	9.80
PUBLIC WORKS-General Fund		Full Time Equiv. Pos.					
Public Works Supt.	6	1	1	1	1.00	0.20	0.15
P W Util. Worker	4	1	1	1	1.00	0.20	0.15
Public Works Maint. (Lead)	3	0	1	1	0.00	0.20	0.15
Public Works Maint.	2	<u>0</u>	<u>1</u>	<u>1</u>	<u>0.00</u>	<u>0.40</u>	<u>0.55</u>
Total		2	2	2	2.00	1.00	1.00
General Fund		17	17	18	15.50	14.80	14.55

APPENDIX B(Cont.)

Utility Fund

Authorized Personnel	Grade	2014-15 Adopted	2015-16 Adopted	2016-17 Adopted	2014-15	2015-16	2016-17
PUBLIC WORKS- Utility Administration					Full Time Equiv. Pos.		
Utility Billing Clerk	2	1	1	1	1.00	1.00	1.00
PUBLIC WORKS- Water O&M							
Public Works Supt.	6	1	1	1	1.00	0.40	0.40
P W Util. Worker	4	1	1	1	1.00	0.40	0.40
Public Works Maint. (Lead)	3	1	1	1	0.00	0.40	0.40
Public Works Maint.	2	<u>2</u>	<u>2</u>	<u>2</u>	<u>0.00</u>	<u>0.40</u>	<u>0.40</u>
Total		5	5	5	2.00	1.60	1.60
PUBLIC WORKS- Wastewater O&M							
Public Works Supt.	6	0	0	0	0.00	0.40	0.40
P W Util. Worker	4	0	0	0	0.00	0.40	0.40
Public Works Maint. (Lead)	3	0	0	0	0.00	0.40	0.40
Public Works Maint.	2	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.40</u>	<u>0.40</u>
Total		0	0	0	-	1.60	1.60
Utility Fund	Total	6	6	6	3.00	4.20	4.20

Cemetery Fund

City Secretary/ Planning & Community Development.	8	0	0	0	0.00	0.00	0.15
Director of Finance	6	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.10</u>
Cemetery Fund Total		0	0	0	0.00	0.00	0.25
All Funds	Grand Total	23	23	24	18.50	19.00	19.00

APPENDIX C:

2017 FY Budget Planning Calendar

- April – May** Mailing of notices of appraisal value by chief appraiser
- April 29** The chief appraiser prepares and certifies to the tax assessor-collector for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.
- July** Certification of anticipated collection rate by collector
- July** Calculation of effective and rollback tax rates
- Aug 3** Publication of effective and rollback tax rates, statement and schedules; submission to governing body
- Aug 8** **Post** - 72-hour notice for meeting (*Open Meetings Notice*)
- Aug 11 Thurs.** Meeting of governing body to discuss tax rate and **proposed budget**; if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower), take record vote and schedule public hearing
- Aug 15** **Send Newspaper Notice of the 1st & 2nd Public Hearings to be published in the August 20th - Henderson Daily News newspaper for meeting on the August 25th. (prepared and published by tax assessor office)**
- Aug 20** **Published Notice of Public Hearing on Tax Increase is the first quarter-page notice in newspaper and on TV and Web-site, if available, published at least seven days before public hearing**
- Aug 22** **Post** - 72-hour notice for meeting (*Open Meetings Notice*)
- Aug 25 Thurs.** **1st Public Hearing (Special Called Meeting – Quorum = 4)**
- Sept 2** **Announcement of Second Public Hearing** (may not be earlier than 3 days after first public hearing); schedule and announce meeting to adopt tax rate 3-14 days after the 2nd Public Hearing date
- Sept 2** **Post** - 72-hour notice for meeting (*Open Meetings Notice*)
- Sept 5** **Send Vote Notice of the Meeting the vote to adopt tax rate will be held. Notice to be published in the September 10th - Henderson Daily News newspaper for meeting on the September 17th. (prepared and published by City Secretary)**
- Sept 8** **2nd Public Hearing (Special Called Meeting – Quorum = 4)**

- Sept 8** **Published Vote Notice of Tax Revenue Increase** before meeting to adopt tax rate is the second quarter-page notice in newspaper before meeting and published in TV and Website, if available, at least seven days before meeting.
- Sept 12** **Post - 72-hour notice** for meeting at which governing body vote to adopt tax rate (*Open Meetings Notice*)
- Sept 15** **Regular Called Council Meeting (7:00 pm)** to adopt tax rate and 2015-16 Budget. Meeting is 3-14 days after second public hearing. Taxing unit must adopt tax rates by Sept. 29 or 60 days after receiving certified appraisal roll, whichever is later. (QUORUM FOR ADOPTING A TAX RATE $2/3 = 4$)

Meeting Schedule (4 Meetings)
For Adoption of Tax Rate and Budget for FY 2016-17

Following are the dates of proposed meetings for the Council related to adoption of the Tax Rate and Budget.

- Aug 11** Meeting of governing body to discuss tax rate and **proposed budget**; if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower), take record vote and schedule public hearing. (**Special Called Meeting – Quorum = 4**)
- Aug 25** **1st Public Hearing** (**Special Called Meeting – Quorum = 4**)
- Sept 8** **2nd Public Hearing** (**Special Called Meeting – Quorum = 4**)
- Sept 15** **Regular Called Council Meeting (7:00 pm)** to adopt tax rate and 2015-16 Budget. Meeting is 3-14 days after second public hearing. Taxing unit must adopt tax rates by Sept. 29 or 60 days after receiving certified appraisal roll, whichever is later. (QUORUM FOR ADOPTING A TAX RATE $2/3 = 4$)

APPENDIX D:
ORDINANCE NO. 2016-09-15B Adoption of FY 2016-17 Budget



ORDINANCE NO. 2016-09-15B

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF OVERTON, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF OVERTON, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, PROVIDING FOR AN EFFECTIVE DATE; AND DIRECTING THE CITY SECRETARY TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERKS OF RUSK AND SMITH COUNTY, TEXAS.

WHEREAS, the City Manager of the City of Overton has submitted to the City Council, in accordance with state law, a budget for said City, for the fiscal year beginning October 1, 2016, and ending September 30, 2017; and

WHEREAS, the City Council has received said proposed budget, a copy which has been filed with the City Secretary of the City of Overton; and,

WHEREAS, proper and timely notice that a public hearing on such budget would be held on September 8th, 2016 was given and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, such public hearing was held in accordance with the law on September 8th, prior to final adoption of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, THAT:

Section 1 The budget of the revenue of the City of Overton and the expenses of conducting the affairs thereof providing a financial plan for the ensuing fiscal year beginning October 1, 2016, and ending September 30, 2017, as submitted to the City Council by the City Manager of said City, and which budget is attached hereto as Exhibit "A", and the same is in all things adopted and approved as the budget of all current expenditures/expenses as well as fixed charges against said City for the fiscal year beginning October 1, 2016, and ending September, 30, 2016.

Section 2 The sums in Exhibit A are hereby appropriated from the prospective funds for the payment of expenditures on behalf of the City government as established in the approved budget document for the fiscal year ending September 30, 2017.

Section 3 In accordance with § 102.008(1), Local Government Code, The Director of Finance is directed to file with the City Secretary a true copy of the final budget as adopted by the City Council, and the City Secretary is directed to certify as a true copy of said budget and file it with this Ordinance in the official records of the City.

Section 4 In accordance with § 102.008(a)(2)(B), Local Government Code, The City Secretary is directed to ensure that the record vote described by § 102.007 (d)(2), Local Government Code is posted on the City's website at least until the first anniversary of the date this Ordinance is adopted.

Section 5 In accordance with § 102.009(d) Local Government Code, the City Secretary is directed to file a certified copy of this Ordinance along with a true copy of the budget with the County Clerks of Rusk and Smith County.

Section 6 The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code as amended.

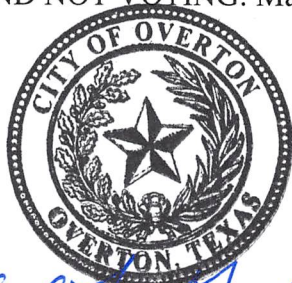
Section 7 This Ordinance shall be and remain in full force and effective on October 1, 2016, in accordance with state law.

READ AND APPROVED ON FIRST READING ON THIS THE 8TH DAY OF SEPTEMBER 2016.

READ, APPROVED AND ADOPTED ON SECOND READING ON THIS THE 15TH DAY OF SEPTEMBER, 2016.

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Michael Paul Williams, Place # 5	X			

PRESENT AND NOT VOTING: Mayor C.R. Evans Jr.



C.R. Evans Jr.
C.R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

Rachel F. Gafford
Rachel Gafford, City Secretary

Blake Thompson
Blake Thompson, City Attorney

EXHIBIT A
FOR ORDINANCE NO.
2015-09-15B

ANNUAL OPERATING
BUDGET FOR THE CITY
OF OVERTON FOR

FISCAL YEAR
2016-2017

Ending September 30th, 2017



APPENDIX E:

ORDINANCE NO. 2016-09-15C Adoption of FY 2016-17 Ad Valorem Tax Rate



ORDINANCE NO 2016-09-15C

AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF OVERTON FOR THE 2016-2017 FISCAL YEAR; AND PROVIDING FOR AN INTEREST AND SINKING FUND FOR THE 2016 TAX YEAR.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS.

Section 1. That there is hereby levied upon all property, real, personal and mixed, within the corporate limits of the City of Overton, Texas subject to taxation, a tax of \$0.410000 cents on each One Hundred Dollars (\$100) valuation and that said tax shall be collected for **maintenance and operation** of the municipal government for the 2016-17 Fiscal Year.

Section 2. That there is hereby levied and there shall be collected for the City of Overton, Texas to provide for Interest and Sinking Funds for the 2015-16 Fiscal Year upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of \$0.238000 cents on each One Hundred Dollars (\$100) valuation on said property.

Section 3. Calculation of total tax:

1. Maintenance and operations of the general government (General Fund),	\$0.410000
2. Interest and Sinking fund (Debt Rate)	<u>\$0.238000</u>
Total Tax per \$100 of valuation	\$0.648000

Section 4. THIS TAX RATE WILL RAISE MORE TAXES THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.23 PER CENT AND WILL RAISE TAXES ON A HOME ASSESSED AT \$70,000 BY APPROXIMATELY \$14.00.

Section 5. That taxes levied under this Ordinance shall be due October 1, 2016, and if not paid on or before January 31, 2017 shall immediately become delinquent.

Section 6. All taxes shall become a lien upon the property against which assessed, and the tax assessor and collector for the City of Overton is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and Ordinances of the City of Overton shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be appropriated to the General Fund of the City of Overton. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by state law.

Section. That this Ordinance shall take effect and be in force from October 1, 2016.

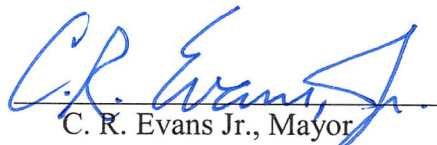
READ AND APPROVED ON FIRST READING ON THIS THE 25TH DAY OF AUGUST 2016.

READ AND APPROVED ON SECOND READING ON THIS THE 8TH DAY OF SEPTEMBER, 2016.

PASSED AND APPROVED BY RECORDED VOTE ON THIS THE 15TH DAY OF SEPTEMBER, 2016.

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Michael Paul Williams, Place # 5	X			

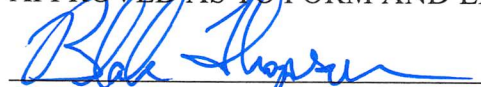
PRESENT AND NOT VOTING: Mayor C.R. Evans Jr.


C. R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:


Rachel Gafford, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Blake Thompson, City Attorney



APPENDIX F:

ORDINANCE NO. 2016-09-15D Adoption of FY 2016-17 Cemetery O&M Tax Rate

APPENDIX F:

**ORDINANCE NO. 2016-09-15D Adoption of FY 2016-17
Cemetery O&M Tax Rate**



ORDINANCE NO 2016-09-15D

AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE MAINTENANCE AND OPERATION OF THE CITY OF OVERTON MUNICIPAL CEMETERY FOR THE 2016-2017 FISCAL YEAR; PROVIDING FOR A SEVERABILITY CLAUSE, AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION.

WHEREAS, the City of Overton, Texas assumed trusteeship of the Overton Municipal Cemetery by adoption of RESOLUTION 2015-08-20C on August 20, 2015; and

WHEREAS, §713.006 of the Texas Health and Safety Code permits a municipality that has assumed trusteeship of a cemetery located within its municipal limits, to impose a tax on all property in the municipality in an amount not exceeding five cents for each \$100 valuation of the property, for maintenance of the cemetery; and

WHEREAS, the City Council wishes to exercise this taxing authority for the 2016-17 fiscal year.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS.

Section 1. That there is hereby levied upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of \$ 0.050000 cents on each One Hundred Dollars (\$100) valuation of property and that said tax shall be collected for **maintenance and operation** of the City of Overton Municipal Cemetery for the 2016-17 Fiscal Year.

Section 2. That taxes levied under this Ordinance shall be due October 1, 2016, and if not paid on or before January 31, 2017 shall immediately become delinquent.

Section 3. All taxes shall become a lien upon the property against which assessed, and the tax assessor and collector for the City of Overton is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and Ordinances of the City of Overton shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be appropriated to the Cemetery Fund of the City of Overton. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by state law.

Section 4. That if any provision or any section of this Ordinance shall be held to be void or unconstitutional, such holding shall in no way effect the validity of the remaining provisions or sections of this Ordinance, which shall remain in full force and effect.

Section 5. The City Secretary is hereby authorized and directed to cause the publication of the descriptive caption and penalty clauses of this Ordinance as an alternative method of publication provided by law.

Section 6. That this Ordinance shall take effect and be in force from October 1, 2016.

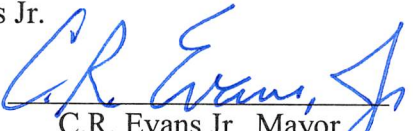
PRESENTED ON FIRST READING THIS 25TH DAY OF AUGUST, 2016

PRESENTED ON SECOND READING THIS 8TH DAY OF SEPTEMBER, 2016

PRESENTED AND ADOPTED BY RECORDED VOTE ON THIS 15TH DAY OF SEPTEMBER, 2016 AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS.

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Michael Paul Williams, Place # 5	X			


PRESENT AND NOT VOTING: Mayor C.R. Evans Jr.

By: 
C.R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:


Rachel Gafford, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Blake Thompson, City Attorney



APPENDIX G:

**ORDINANCE NO. 2015-09-15B Adoption of
FY 2016-17 Current Fee Schedule**



ORDINANCE NO. 2016-05-19B

APPENDIX A

City of Overton - Schedule of Fees

AN ORDINANCE AMENDING ORDINANCE NO. 2014-07-29B - "APPENDIX A" CITY OF OVERTON - SCHEDULE OF FEES, BY UPDATING FEES IMPOSED BY THE CITY FOR WATER AND SEWER AND OTHER CITY SERVICES; CONTAINING A SAVINGS CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE

WHEREAS, it is desirable that the departments of the City of Overton providing service to residents and businesses remain on a sound financial basis and said services are provided in a fair and equitable manner; and

WHEREAS, it is necessary that the provisions, policies and fees for the services provided by the City be amended in order that departments of the City of Overton remain on a sound financial basis and provide said services in a fair and equitable manner; and

WHEREAS, an analysis was made of certain water and sewer rates for "Commercial 3" customers that are designed to cover the costs of services to this class of customer in a fair and equitable manner based on the demands said customer places on the system; and

WHEREAS, an analysis was made of certain permits required for construction projects performed within the City of Overton to determine appropriate fees to cover the costs of processing the permits and maintaining required records for said projects;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS;

SECTION 1: That the City of Overton hereby adopts amendments to Section K.4, subsection K.4.1 and K.4.2 (Water Rates – Commercial 3: Meter size \geq 6"); Section N.4, subsections N.4.1 and N.4.2 (Sewer Rates - Commercial 3: Meter size \geq 6"); Section U.3(Contractor Permits)- subsections U3.1 through U3.9; Section U.4,(Fence and Retaining Wall Permits)- subsection U.4; Section U.6,(Swimming Pool and Spa Permits)- subsections U.6.1 through U.6.3; and Section U.7, (Building Permits) - subsections U.7.1 and U.7.2 of the schedule of fees attached hereto and incorporated herein as Exhibit "A", updating fees imposed by the city for water, sewer and other city permitting services.

SECTION 2: That this Ordinance shall be and is hereby declared to be cumulative of all other Ordinances of the City of Overton, and this Ordinance shall not operate to repeal or affect the Code of Ordinances of the City of Overton or any Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such Code of Ordinances are hereby repealed. That all

ordinances or parts of ordinances in conflict herewith be, and the same are hereby, repealed to the extent of such conflict.

SECTION 3: Should any provision of the Ordinance be held invalid or unconstitutional the remainder of such Ordinance shall not be deemed to affect the validity of any other provision of said Ordinance.

SECTION 4: That the provision of all City services outside the city limits, including sewer and garbage, as they may be available, are allowed, only when they accompany an active water meter account, within the same guidelines as are required for those services provided within the city limits of the City of Overton.

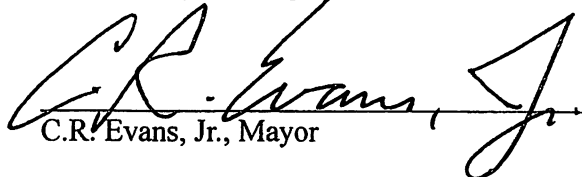
SECTION 5: The City Secretary is hereby authorized and directed to cause the publication of the descriptive caption and penalty clauses of this Ordinance as an alternative method of publication provided by law.

SECTION 6: This Ordinance shall take effect August 1, 2016.

PRESENTED ON FIRST READING on the 19th day of May, 2016

PRESENTED ON SECOND READING AND APPROVED ON THIS 14th DAY OF July, 2016 BY A VOTE OF 3 AYES, 1 NAYS 0 ABSTENTIONS, AT A REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS.

CITY OF OVERTON

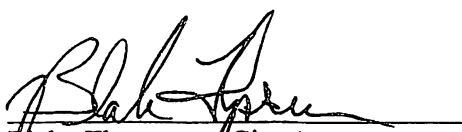

C.R. Evans, Jr., Mayor

ATTEST:


Rachel Gafford, City Secretary



APPROVED AS TO FORM AND LEGALITY:


Blake Thompson, City Attorney

CITY OF OVERTON

SCHEDULE OF FEES

As amended herein

“APPENDIX A”

Adopting Ordinance – 2014-07-29B
Amending Ordinance – 2014-11-20A
Amending Ordinance – 2015-01-15A
Amending Ordinance -2015-12-17A
Amending Ordinance -2016-05-19C
Amending Ordinance -2016-05-19B

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APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B

Last Amending Ordinance: 2016-05-19B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
A	ADMINISTRATION	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
A.1	Cemetery Deed Recording Fee <i>Rusk &/or Smith County County Clerk Filing Fees</i>	\$31.00 County Clerk Filing Fee (page 1 = \$16.00) \$15 Administrative Fee + \$4.00 Additional page	\$31.00 County Clerk Filing Fee (page 1 = \$16.00) \$15 Administrative Fee + \$4.00 Additional page	2014-07-29B
A.2	Street / Alley Closing or ROW Abandonment Recording Fee <i>Rusk &/or Smith County County Clerk Filing Fees</i>	\$53.00 (first 4 pages) County Clerk Filing Fee (page 1 = \$16.00) + \$15 Administrative Fee + \$4.00 Each Additional Page	\$53.00 (first 4 pages) County Clerk Filing Fee (page 1 = \$16.00) + \$15 Administrative Fee + \$4.00 Each Additional Page	2014-07-29B
A.3	Plat Recording Fee <i>Rusk &/or Smith County County Clerk Filing Fees</i>	\$43.00 County Clerk Filing Fees (Mylar & Tax Certs = \$28) + \$15 Administrative Fee + \$4.00 Each Additional Page	\$43.00 County Clerk Filing Fees (Mylar & Tax Certs = \$28) + \$15 Administrative Fee + \$4.00 Each Additional Page	2014-07-29B
A.4	Public Information Requests - Copying fees	See Table 2: TX Admin Code	See Table 2: TX Admin Code	2014-07-29B
A.5	Copy Fee's	0-10 Pages - 10¢ each 11-20 Pages - 2.50 + 10¢ each 21 + - \$5.00 + 10¢ each Two Sided Copies - 20¢ each	0-10 Pages - 10¢ each 11-20 Pages - 2.50 + 10¢ each 21 + - \$5.00 + 10¢ each Two Sided Copies - 20¢ each	2014-07-29B
A.6	Fax Fee	Sending or Receiving Faxes \$1.00 for the First Page \$2.00 each Additional Page	Sending or Receiving Faxes \$1.00 for the First Page \$2.00 each Additional Page	2014-07-29B
A.7	Non Sufficient Funds Check	\$25.00	\$30.00	2015-09-17D
A.8	Bank Draft Return Fee	\$30.00	\$30.00	2014-07-29B
A.9	Notary Fee (per page notarized)	\$6.00	\$6.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
B	COMMUNITY BUILDING <i>Per Day Rental Fee</i> <i>Unless Otherwise Specified</i>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
B.1	COMMUNITY BUILDING DEPOSIT FEE			
B.1.1	Community Building Deposit (Non-Alcohol Beverage Event)	\$100.00	\$100.00	2014-07-29B
B.1.2	Community Building Deposit (Alcoholic Beverage Event)	\$250.00	\$250.00	2015-01-15A
B.1.3	Reservation Cancellation Fee	Deposit Fee Forfeited	Deposit Fee Forfeited	2014-07-29B
B.2	COMMUNITY BUILDING RENTAL FEE			
B.2.1	Non-Commercial Activity (City of Overton Residents)	\$100.00	\$100.00	2014-07-29B
B.2.2	Non-Commercial Activity (City of Overton Non-Residents)	\$200.00	\$200.00	2014-07-29B
B.2.3	Commercial Activity -Per Day Rental	\$400.00	\$200.00	2015-09-17D
B.2.5	Civic and Non-Profit Clubs - per year (One meeting per week, and one annual evening meeting)	\$400.00	\$400.00	2014-07-29B

Community Building Deposit - Cleaning / Damage/ Reservation
Refundable only if building, restrooms and tables are clean and put up, trash removed, and thermostat reset to posted temperature
(Deposit Fee as listed above shall be forfeited if reservation is not cancelled at least seven (7) calendar days prior to the reserved date)

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
C	<u>PARKS & RECREATION FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
C.1	<u>R V PARK RATES</u>			
C.1.1	Daily Rate	\$20.00	\$20.00	2014-07-29B
C.1.2	Weekly Rate	\$100.00	\$100.00	2014-07-29B
C.1.3	Monthly Rate	\$300.00	\$300.00	2014-07-29B
C.1.4	Dump Fee (Wastewater) - Non-RV Park Rental	\$25.00 each	\$25.00 each	2014-07-29B
C.2	<u>SWIMMING POOL RATES</u>			
C.2.1	Admission Fee (Per Person)	\$2.00	\$2.00	2014-07-29B
C.2.2	Individual Season Pass	\$50.00	\$50.00	2014-07-29B
C.2.3	Family Season Pass (Family Season Pass for up to 4 people, additional family members are \$5.00 each)	\$100.00	\$100.00	2014-07-29B
C.3	<u>SWIMMING POOL RENTAL RATES</u> (includes a minimum of 2 life guards (1:15 ratio))			
C.3.1	Deposit (refundable)	\$25.00	\$25.00	2014-07-29B
C.3.2	Pool Rental			2014-07-29B
C.3.3	1 - 30 people	\$100.00	\$100.00	2014-07-29B
C.3.4	31 - 60 people	\$125.00	\$125.00	2014-07-29B
C.3.5	61 - 90 people	\$150.00	\$150.00	2014-07-29B
C.3.6	91 - 120 people	\$175.00	\$175.00	2014-07-29B
C.3.7	121+ people + cost of additional lifeguards at \$12.50 each (1:15 ration)	\$175.00 +	175.00+	2014-07-29B
C.4	<u>OPEN SPACE RENTAL RATES</u> Downtown lots for Example	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
C4.1	Corner of Rusk and Henderson- (Kennamer Square) Qualified non-profit organizations (501 (C) 3) may be granted a waiver of the fee by City Manager or his designee.	None	\$100 per day	2015-09-17D

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
D	<u>LICENSES / PERMITS</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
D.1	Sexually Oriented Business License	\$500.00	\$500.00	2014-07-29B
D.2	Junk Yard Licenses	\$500.00	\$500.00	2014-07-29B
D.3	New Manufactured Home Park Permit	\$500.00	\$500.00	2014-07-29B
D.4	Solicitor's Permit			
D.4.1	Application Fee	\$25.00	\$25.00	2014-07-29B
D.4.2	Sales Associate	\$100.00	\$100.00	2014-07-29B
D.4.3	Each Additional Sales Person	\$50.00	\$50.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
E	<u>POLICE DEPARTMENT FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
E.1	Accident Reports	\$6.00	\$6.00	2014-07-29B
E.2	Offense Reports	\$6.00	\$6.00	2014-07-29B
E.3	Incident Reports	\$6.00	\$6.00	2014-07-29B
E.4	In-Car Video	\$6.00	\$6.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
F	<u>MUNICIPAL COURT FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
F.1	Dismissal Fee	\$10.00	\$10.00	2014-07-29B
F.2	Warrant for Arrest Fee	\$50.00	\$50.00	2014-07-29B

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
G	<u>PUBLIC INFORMATION REQUEST</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
G.1	Requests for Public Information	See Table 2: TX Admin Code	See Table 2: TX Admin Code	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
H	<u>CEMETERY FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
H.1	<u>CEMETERY PLOTS</u>			
H.1.1	Full Size Plot	\$400.00 + Filing Fee	\$500.00 + Filing Fee	2015-09-17D
H.1.2	X-Large Size Plot	New	\$1,000.00 + Filing Fee	2015-09-17D
H.2	<u>INTERMENT FEE</u>			
H.2.1	Full Size Casket	\$100.00	\$150.00	2016-05-19C
H.2.2	Cremains Vault	\$100.00	\$100.00	2016-05-19C
H.2.3	X-Large Size Casket	New	\$250.00	2016-05-19C
H.3	<u>OTHER CEMETERY FEES</u>			
H.3.1	Monument / Marker Deposit Fee	New	\$200.00	2016-05-19C
H.3.2	Gravesite Location and Marking Fee (Surveyor Fee)	New	\$100.00	2016-05-19C
H.3.3	Gravesite Research / Gravesite Marking / Monument Marking Fee	New	\$25.00	2016-05-19C
H.3.4	Monument / Marker Permit	New	\$25.00	2016-05-19C
H.3.5	Cemetery Deed Recording Fee <i>Rusk County County Clerk Filing Fees</i>	\$31.00 County Clerk Filing Fee (page 1 -- \$16.00) \$15 Administrative Fee + \$4.00 Additional page	\$31.00 County Clerk Filing Fee (page 1 -- \$16.00) \$15 Administrative Fee + \$4.00 Additional page	2014-07-29B
H.3.6	Transfer of Cemetery Deed and Recording Fee <i>Rusk County County Clerk Filing Fee</i>	New	\$40.00	2016-05-19C

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
I	<u>DUMPSTER USE FEE</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
I.1	<u>DUMPSTER USE FEE</u>			
I.1.1	Pick Up Truck Dump Fee <i>(Citizens with Water Bill are allowed one per month free)</i>	\$25.00	\$25.00	2014-07-29B
I.1.2	1st Trailer Load Dump Fee	\$40.00	\$40.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
J	<u>UTILITY SERVICE FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
J.1.1	Water & Sewer Service Deposit Fee	\$100.00	\$100.00	2014-07-29B
J.1.2	Administrative Fee (New Service)	\$100.00	\$100.00	2014-07-29B
J.1.3	Transfer Fee (Vacation Fee)	\$25.00	\$25.00	2014-07-29B
J.1.4	Broken Lock Fee	\$50.00	\$50.00	2014-07-29B
J.1.5	Curb Stop Replacement Fee	\$60.00	\$60.00	2014-07-29B
J.1.6	Landlord Utility Fee (Unoccupied Residence / Commercial Structure) <i>In the event the meter indicates usage; the account will automatically be reset to active bill" status and the account will be invoiced accordingly</i>	\$25.00	\$25.00	2015-01-15A

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
K	<u>WATER RATES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
K.1	RESIDENTIAL: METER SIZE ≤ 3/4"			
K.1.1	Base Rate - Consumption in billing period 0 to 3,000 gallons	\$21.25	\$21.75	2015-09-17D
K.1.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 3,000 gallons	\$3.30 per 1,000 gallons	\$3.50 per 1,000 gallons	2015-09-17D

K.2	COMMERCIAL 1: METER SIZE ≤ than 2"			
K.2.1	Base Rate - Consumption in billing period 0 to 3,000 gallons	\$21.35	\$22.45	2015-09-17D
K.2.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 3,000 gallons	\$3.85 per 1,000 gallons	\$4.00 per 1,000 gallons	2015-09-17D

K.3	COMMERCIAL 2: METER SIZE ≥ 2" but < 6"			
K.3.1	Base Rate - Consumption in billing period 0 to 5,000 gallons	\$34.00	\$35.25	2015-09-17D
K.3.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 5,000 gallons	\$3.85 per 1,000 gallons	\$4.15 per 1,000 gallons	2015-09-17D

K.4	COMMERCIAL 3: METER SIZE ≥ 6"			
K.4.1	Base Rate - Consumption in billing period of < 1,000,000 gallons	\$7,994.50	\$10,139.00	2016-05-19B
K.4.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 1,000,000 gallons	\$4.75 per 1,000 gallons	\$5.20 per 1,000 gallons	2016-05-19B

K.5	IRRIGATION 1: METER SIZE ≤ 3/4"			
K.5.1	Base Rate - Consumption in billing period 0 to 3,000 gallons	\$21.25	\$21.75	2015-09-17D
K.5.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 5,000 gallons	\$3.30 per 1,000 gallons	\$3.50 per 1,000 gallons	2015-09-17D

K.6	IRRIGATION 1: METER SIZE ≥ 2"			
K.6.1	Base Rate - Consumption in billing period 0 to 5,000 gallons	\$21.25	\$22.45	2015-09-17D
K.6.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 5,000 gallons	\$3.30 per 1,000 gallons	\$3.75 per 1,000 gallons	2015-09-17D

K.7	BULK WATER			
K.7.1	Large Tanker Truck - First 3,000 gallons	\$25.00	\$25.00	2015-09-17D
K.7.2	Large Tanker Truck > 3,000 gallons	\$8.00 per thousand gallons	\$8.00 per thousand gallons	2015-09-17D
K.7.3	Small Truck of one hundred gallon capacity or more and under a thousand gallon capacity shall pay the same rate and shall be billed upon reaching 3,000 gallons purchased or billed quarterly			
K.7.4	After hours hook up fee for bulk water rate to open a fire hydrant	\$10.00	\$10.00	

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
L	<u>OUTSIDE THE CITY LIMIT CUSTOMERS</u> The rate is doubled that of inside the city limit customers	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
L.1	Water Service - Base Fee	\$42.50	\$43.50	2015-09-17D
L.2	Sewer Service - Base Fee	\$29.50	\$31.00	2015-09-17D
L.3	Garbage Collection Service - Base Fee*	\$28.52	\$28.52	2015-09-17D

*Sales and use tax applicable to all garbage collection charges.

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
M	<u>ADDITIONAL WATER FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
M.1	Residential Utility Service Late Fee	\$10.00	\$10.00	2014-07-29B
M.2	Commercial Utility Service Late Fee	10% of Utility Bill	10% of Utility Bill	2014-07-29B
M.3	Scheduled Disconnect / Reconnection Fee	\$25.00	\$25.00	2014-07-29B

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
N	SEWER RATES	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
N.1	RESIDENTIAL: METER SIZE ≤ 3/4"			
N.1.1	Base Rate Fee - for the first 4,000 gallons of water consumed	\$14.75	\$15.50	2015-09-17D
N.1.2	Volume Rate - per 1,000 gallons over 4,000 gallons in a billing period	\$2.50 per 1,000 gallons	\$2.80 per 1,000 gallons	2015-09-17D
	Maximum amount charged (9,000 gallons)	\$25.00	\$27.00	2015-09-17D

N.2	COMMERCIAL 1: METER SIZE ≤ than 2"			
N.2.1	Base Rate Fee - for the first 4,000 gallons of water consumed	\$14.75	\$15.50	2015-09-17D
N.2.2	Volume Rate - per 1,000 gallons over 4,000 gallons in a billing period	\$2.75 per 1,000 gallons	\$3.10 per 1,000 gallons	2015-09-17D
	Maximum amount charged	\$26.00	No Maximum	2015-09-17D

N.3	COMMERCIAL 2: METER SIZE ≥ 2" but < 6"			
N.3.1	Base Rate Fee - For the first 5,000 gallons of water consumed	\$29.50	\$31.00	2015-09-17D
N.3.2	Volume Rate - per 1,000 gallons over 5,000 gallons in a billing period	\$3.50 per 1,000 gallons	\$3.75 per 1,000 gallons	2015-09-17D
	Maximum amount charged	No Maximum		2015-09-17D

N.4	COMMERCIAL 3: METER SIZE ≥ 6"			
N.4.1	Base Rate - Consumption in billing period of < 1,000,000 gallons	\$7,994.50	\$11,145.00	2016-05-19B
N.4.2	Volume Rate - per 1,000 gallons of consumption in billing period in excess of 1,000,000 gallons	\$4.75 per 1,000 gallons	\$6.00 per 1,000 gallons	2016-05-19B
N.4.3	Maximum amount charged	No Maximum	No Maximum	2016-05-19B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
O	RESERVED			Amending Ordinance

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
P	UTILITY TAP FEES*	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
P.1	WATER TAPS			
P.1.1	3/4" Tap	\$350.00	\$450.00	2015-09-17D
P.1.2	> 3/4" Tap**	\$350.00 + LEM	\$450.00 + LEM	2015-09-17D
P.1.3	3/4" Meter	\$50.00	\$50.00	2014-07-29B

P.2	REGULATORS (if required):			
P.2.1	3/4" Tap	\$75.00	\$75.00	2014-07-29B
P.2.2	1" Tap	\$100.00	\$100.00	2014-07-29B
P.2.3	1 1/2" Tap	\$475.00	\$475.00	2014-07-29B
P.2.4	2" Tap	\$575.00	\$575.00	2014-07-29B

P.3	SEWER TAPS:			
P.3.1	4" Tap	\$200.00	\$300.00	2015-09-17D
P.3.2	> 4" Tap	\$200.00 + LEM	\$300.00 + LEM	2015-09-17D
	An additional charge of \$200.00 will be assessed if the street has to be cut or a bore has to be made to make the tap			

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
Q	SOLID WASTE DISPOSAL	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
Q.1	RESIDENTIAL RATE <i>Residential Cart collection once weekly curbside collection</i>	1x / Weekly	1x / Weekly	
Q.1.1	1 Cart	\$14.27	\$14.27	2015-01-15A
Q.1.2	2 Carts	\$19.59	\$19.59	2015-01-15A
Q.1.3	3 Carts	\$24.90	\$24.90	2015-01-15A
Q.1.4	4 Carts	\$30.22	\$30.22	2015-01-15A
Q.1.5	5 Carts	\$35.54	\$35.54	2015-01-15A
Q.2	COMMERCIAL 1: COMMERCIAL CART <i>96 gallon cart for businesses generating < 2 yards per week (and not participating in the dumpster service)</i>	1x / Weekly	1x / Weekly	
Q.2.1	1 Cart	\$29.98	\$25.00	2015-09-17D
Q.2.2	2 Cart	\$34.84	\$30.00	2015-09-17D
Q.2.3	3 Cart	\$56.88	\$35.00	2015-09-17D
Q.2.4	4 Cart	\$56.88	\$40.00	2015-09-17D
Q.2.5	5 Cart	\$56.88	\$45.00	2015-09-17D
Q.3	COMMERCIAL 2: COMMERCIAL DUMPSTER = 2 YD <i>Serviced Once A Week</i>			
Q.3.1	1x Weekly	\$57.51	\$57.51	2015-01-15A
Q.4	COMMERCIAL 3: COMMERCIAL DUMPSTER = 3 YD <i>Serviced Once A Week</i>			
Q.4.1	1x Weekly	\$73.06	\$73.06	2015-01-15A
Q.4.2	2x Weekly	\$140.16	\$140.16	2015-01-15A
Q.4.3	3x Weekly	\$208.82	\$208.82	2015-01-15A
Q.5	COMMERCIAL 4: COMMERCIAL DUMPSTER = 4 YD <i>Serviced Once A Week</i>			
Q.5.1	1x Weekly	\$86.79	\$86.79	2015-01-15A
Q.5.2	2x Weekly	\$144.83	\$144.83	2015-01-15A
Q.6	COMMERCIAL 5: COMMERCIAL DUMPSTER = 6 YD <i>Serviced Once A Week</i>			
Q.6.1	1x Weekly	\$111.94	\$111.94	2015-01-15A
Q.7	COMMERCIAL 6: COMMERCIAL DUMPSTER = 8 YD <i>Serviced Once A Week</i>			
Q.7.1	1x Weekly	\$140.94	\$140.94	2015-01-15A
Q.7.2	2x Weekly	\$229.45	\$229.45	2015-01-15A
Q.7.3	3x Weekly	\$310.12	\$310.12	2015-01-15A
SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
R	RESERVED			Amending Ordinance
SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
S	RESERVED			Amending Ordinance
SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
T	RESERVED			Amending Ordinance

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
U	BUILDING PERMITS	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
U.1	RESIDENTIAL BUILDING PERMITS			
U.1.1	New Construction (4 in 1) Electrical, Mechanical & Plumbing Permit calculated at a percentage of Building Permit.	See Table 1: Building Permit Fee Schedule Electrical: 15% of Building Permit Mechanical: 15% of Building Permit Plumbing: 15% of Building Permit	See Table 1: Building Permit Fee Schedule Electrical: 15% of Building Permit Mechanical: 15% of Building Permit Plumbing: 15% of Building Permit	2015-09-17D
U.1.2	Storage Building	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.1.3	Addition / Remodel Electrical, Mechanical & Plumbing Permits must be pulled separately	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2015-09-17D
U.1.4	Permit Plan Review (Separate Plan Review Fee for Planning & Fire may apply)	Actual Cost from Consultant	30% of Building Permit Cost	2015-09-17D
U.2	COMMERCIAL BUILDING PERMITS			
U.2.1	New Construction Electrical, Mechanical & Plumbing Permits must be pulled separately	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.2	Storage Building	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.2.1	Addition / Remodel	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.3	Addition / Remodel Electrical, Mechanical & Plumbing Permits must be pulled separately	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.4	Permit Plan Review (Separate Plan Review Fee for Planning & Fire may apply)	Actual Cost from Consultant	30% of Building Permit Cost	2015-09-17D
U.3	CONTRACTOR PERMITS			
U.3.1	Electrical Permit - Fee is based on per inspection required <i>Electrical Rough - Electrical Power - Electrical Final</i>	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	1st Inspection - \$75.00 2nd Inspection - \$65.00 3rd Inspection - \$65.00	2016-05-19B
U.3.2	Irrigation Permit - Fee is based on per inspection required	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	1st Inspection - \$75.00 2nd Inspection - \$65.00 3rd Inspection - \$65.00	2016-05-19B
U.3.3	Mechanical Permit - Fee is based on per inspection required <i>Mechanical Rough - Mechanical Final</i>	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	1st Inspection - \$75.00 2nd Inspection - \$65.00 3rd Inspection - \$65.00	2016-05-19B
U.3.4	Plumbing Permit - Fee is based on per inspection required <i>Plumbing Rough - Plumbing Top Out - Plumbing Final</i>	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	1st Inspection - \$75.00 2nd Inspection - \$65.00 3rd Inspection - \$65.00	2016-05-19B
U.3.5	Private Sewer System Permit - Fee is based on per inspection	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	1st Inspection - \$75.00 2nd Inspection - \$65.00 3rd Inspection - \$65.00	2016-05-19B
U.3.6	Water Heater Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$75.00	2016-05-19B
U.3.7	Gas Test Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$75.00	2016-05-19B
U.3.8	Reset Electric Meter / Gas Meter Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$75.00	2016-05-19B
U.3.9	HVAC Change Out Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$75.00	2016-05-19B

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
U.4	FENCE & RETAINING WALL PERMITS	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
U.4.1	Residential Fence over 7'	\$50.00	\$75.00	2016-0519B
U.4.2	Non Residential & Subdivision Fences	\$100.00	\$100.00	2015-09-17D
U.4.3	Retaining Wall Permit over 4'	New	\$75.00	2015-09-17D

U.5	DEMOLITION PERMITS			
U.5.1	Residential	\$100.00	\$50.00	2015-09-17D
U.5.2	Non-Residential	\$200.00	\$100.00	2015-09-17D

U.6	SWIMMING POOL & SPA PERMITS			
U.6.1	In Ground Swimming Pool	\$150.00	\$150.00 + 30% Plan Review Fee	2016-05-19B
U.6.2	PERM_ Above Ground Swimming Pool (over 24"deep)	\$75.00	\$75.00 + 30% Plan Review Fee	2016-05-19B
U.6.3	TEMP_ Above Ground Swimming Pool (over 24"deep)	New	\$25.00	2016-05-19B
U.6.3	Spa Permit	\$75.00	\$75.00 + 30% Plan Review Fee	2016-05-19B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
U	BUILDING PERMITS (Cont.)	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
U.7	OTHER PERMITS			
U.7.1	Certificate of Occupancy	\$100.00	\$200.00	2016-05-19B
U.7.2	Operating a Business without a Certificate of Occupancy	\$200.00	\$300.00	2014-07-29B
U.7.3	Circus, Carnival or Tent Show Permit	\$50.00	\$50.00	2014-07-29B
U.7.4	Construction Portable Office	\$50.00	\$50.00	2014-07-29B
U.7.5	Relocation of Structures (Moving Permit)	\$100.00	\$100.00	2014-07-29B
U.7.6	Radio or Cell Tower Permit Fee	\$500.00	\$500.00	2014-07-29B
U.7.7	Work Performed without a Permit	Double Permit Fee	Double Permit Fee	2015-09-17D
U.7.8	Other Permits Not Specifically Listed	New	\$75.00	2014-07-29B
U.7.9	Permit Packet Assembly Fee	\$20.00 per hour (Minimum 2 hour charge)	\$20.00 per hour (Minimum 2 hour charge)	
U.8	INSPECTION FEES			
U.8.1	Re-inspection Fee	\$75.00	\$75.00	2014-07-29B
U.8.2	After Hours Inspection Fee	\$75.00 per hour (Minimum 2 hour charge)	\$75.00 per hour (Minimum 2 hour charge)	2014-07-29B

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
V	COMMUNITY DEVELOPMENT / PLANNING FEES	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
V.1	PRE DEVELOPMENT CASE FEES			
V.1.1	Pre Application Conference <i>Fee will be applied to future city fees related to project if project moves forward within one (1) year from the date of the conference.</i>	\$250.00	\$250.00	2014-07-29B
V.1.2	Land Study	\$100.00 + \$1.00 per acre	\$100.00 + \$1.00 per acre	2014-07-29B
V.1.3	Concept Plan	\$100.00	\$100.00	2014-07-29B
V.1.4	Site Plan - Multi Family	\$400.00 + \$20 per unit	\$400.00 + \$20 per unit	2014-07-29B
V.1.5	Site Plan - Other	\$400.00 + \$30 per unit	\$400.00 + \$30 per unit	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
V	COMMUNITY DEVELOPMENT / PLANNING FEES	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
V.2	PLATS			
V.2.1	Preliminary Plat - Residential	\$700.00 + \$20.00 per lot	\$200.00 + \$4.00 per lot	2015-09-17D
V.2.2	Preliminary Plat - Non-Residential & Multi-Family	\$700.00 + \$50.00 per acre	\$250.00 + \$10.00 per acre	2015-09-17D
V.2.3	Preliminary Plat - Multi-Family	\$700.00 + \$20.00 per unit	\$250.00 + 10.00 per unit	2015-09-17D
V.2.4	Final Plat - Residential	\$400.00 + \$10.00 per lot	\$200.00 + \$4.00 per lot	2015-09-17D
V.2.5	Final Plan - Non-Residential & Multi-Family	\$400.00 + \$50.00 per acre	\$250.00 + \$10.00 per acre	2015-09-17D
V.2.6	Final Plat - Multi-Family	\$400.00 + \$25.00 per unit	\$250.00 + 10.00 per unit	2015-09-17D
V.2.7	Replat - Residential*	\$200.00 + \$2.00 per lot + LNF	\$250.00 + \$4.00 per lot + LNF	2015-09-17D
V.2.8	Replat - Non-Residential	\$200.00 + \$10.00 per acre	\$250.00 + \$10.00 per acre	2015-09-17D
V.2.9	Replat - Multi-Family*	\$200.00 + \$10.00 per unit + + Legal Notification Fees	\$250.00 + \$10.00 per unit + LNF	2015-09-17D
V.2.10	Amended Plat	\$200.00	\$200.00 + \$4.00 per lot	2014-07-29B
V.2.11	Plat Filing Fees	Rusk County & / or Smith County Current Fee	Rusk County & / or Smith County Current Fee	2014-07-29B
V.2.12	Plat Copy Fees <i>County Clerk's office requires seven (7) black & white signed and</i>	\$7.00 per copy	\$7.00 per copy	2014-07-29B

V.3	VARIANCES			
V.3.1	Subdivision Regulation Variance	\$75.00	\$75.00	2014-07-29B
V.3.2	Zoning Board of Adjustment Variance*	\$200.00 + LNF	150.00 + LNF	2015-09-17D
V.3.3	Sign Regulation Variance	\$75.00	\$75.00	2014-07-29B

APPENDIX A
CITY OF OVERTON - SCHEDULE OF FEES
ORD. NO. 2014-07-29B

V.4	<u>ZONING & LANDUSE</u>			
V.4.1	Annexation Petition (all)*	\$300.00 + LNF	\$300.00 + LNF	2014-07-29B
V.4.2	Comprehensive Plan Amendment*	New	\$150.00 + LNF	2015-09-17D
V.4.3	Special Use Permit*	\$200.00 + LNF	\$150.00 + LNF	2015-09-17D
V.4.4	Special Exception*	\$200.00 + LNF	\$150.00 + LNF	2015-09-17D
V.4.5	Zoning Change*	\$500.00 + \$25.00 per acre + LNF	\$150.00 + \$25.00 per acre + LNF	2015-09-17D
V.4.6	Zoning /Address Verification Letter	\$25.00	\$25.00	2014-07-29B
V.4.7	Oil & Gas Well Drilling Permit Fee	\$4,000.00	\$4,000.00	2014-07-29B
V.4.8	Oil and Gas Well Annual Inspection & Re-Inspection Fee	Current Rate as charged by Oil & Gas Well Inspector	Current Rate as charged by Oil & Gas Well Inspector	2014-07-29B

V.5	<u>LEGAL NOTIFICATION FEES* (LNF)</u>			
V.5.1	Legal Notification of Property Owners (Legal, Advertising & Property Owners within 200' of parcel)	\$250.00	\$150.00	2015-09-17D

V.6	<u>RIGHT OF WAY / STREET ABANDONMENT FEES</u>			
V.6.1	Street / Alley / ROW Abandonment Request	\$200.00 + <i>Rusk or Smith County Clerk</i>	\$200.00 + <i>Rusk or Smith County Clerk Filing</i>	2014-07-29D

SECTION	<u>ACTIVITY</u>	<u>FEES, RATES OR CHARGES</u>		<u>ORD. NO.</u>
W	<u>NEW INFRASTRUCTURE FEES</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
W.1	<u>ENGINEER & CONSTRUCTION FEES</u>			
W.1.1	Construction Permit Fee	3% of cost of construction cost of development	3% of cost of construction cost of development	2014-07-29D
W.1.2	Inspection Fees	2% of cost of construction cost of development	2% of cost of construction cost of development	2014-07-29D

SECTION	<u>ACTIVITY</u>	<u>FEES, RATES OR CHARGES</u>		<u>ORD. NO.</u>
X	<u>ALCOHOL PERMITS</u>	Charges Effective prior to 7/31/2016	Charges Effective after 08/01/2016	Amending Ordinance
X.1	<u>ALCOHOL SALES PERMITS</u>			
X.1.1	Local Beverage Cartage Permit (E)	\$15.00	\$15.00	2015-12-17A
X.1.2	Local Cartage Transfer Permit (ET)	\$15.00	\$15.00	2015-12-17A
X.1.3	Local Distributor's Permit (LP)	\$100.00	\$100.00	2015-12-17A
X.1.4	Mixed Beverage Permit (MB)	Original \$3,000.00	\$3,000.00	2015-12-17A
X.1.5		1 st Renewal \$2,250.00	\$2,250.00	2015-12-17A
X.1.6		2 nd Renewal \$1,500.00	\$1,500.00	2015-12-17A
X.1.7		3 rd & Subsequent Renewals \$750.00	\$750.00	2015-12-17A
X.1.8	Mixed Beverage Permit w/Food & Bev Cert. (RM)	Original No Fee	No Fee	2015-12-17A
X.1.9		1 st Renewal \$2,250.00	\$2,250.00	2015-12-17A
X.1.10		2 nd Renewal \$1,500.00	\$1,500.00	2015-12-17A
X.1.11		3 rd & Subsequent Renewals \$750.00	\$750.00	2015-12-17A
X.1.12	Mixed Beverage Late Hours (LB)	\$150.00	\$150.00	2015-12-17A
X.1.13	Package Store (P)	\$500.00	\$500.00	2015-12-17A
X.1.14	Package Store Tasting Permit (PS)	\$25.00	\$25.00	2015-12-17A
X.1.15	Wine Only Package Store (Q)	\$75.00	\$75.00	2015-12-17A
X.1.16	Winery Permit (G)	\$75.00	\$75.00	2015-12-17A
X.1.17	Local Distributor's License (BD)	\$75.00	\$75.00	2015-12-17A
X.1.18	Brewpub License (BP)	\$500.00	\$500.00	2015-12-17A
X.1.19	Beer Retailer's Off Premise License (BF)	\$60.00	\$60.00	2015-12-17A
X.1.20	Beer Retailer's On Premise License (BE)	\$150.00	\$150.00	2015-12-17A
X.1.21	Retail Dealer's On Premise Late Hours License (BL)	\$250.00	\$250.00	2015-12-17A
X.1.22	Wine & Beer Retailer's Permit (BG)	\$175.00	\$175.00	2015-12-17A
X.1.23	Wine & Beer Retailer's Off Premise Permit (BQ)	\$60.00	\$60.00	2015-12-17A
X.1.24	Temporary License (BH)	\$15.00	\$15.00	2015-12-17A
X.1.25	Temporary Charitable Auction Permit (CA)	\$12.50	\$12.50	2015-12-17A
X.1.26	Other TABC Permits or Licenses not listed	1/2 OF TABC PERMIT FEE	1/2 OF TABC PERMIT FEE	2015-12-17A

TABLE 1: BUILDING PERMIT FEES

TOTAL JOB VALUATION	PERMIT FEE
\$1.00 to \$500.00	\$75.00
\$501.00 to \$2000.00	\$100.00 for the first \$500.00 plus \$3.25 for each additional \$1000.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$125.00 for the first \$2,000.00 plus \$14.00 for each additional \$1000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$405.00 for the first \$25,000.00 plus \$10.60 for each additional \$1000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$675.00 for the first \$50,000.00 plus \$7.35 for each additional \$1000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,045.00 for the first \$100,000.00 plus \$5.90 for each additional \$1000.00, or fraction thereof, to and including \$500,000.00
\$500,000.00 to \$1,000,000.00	3,9545.00 for the first \$500,000.00 plus \$5.00for each additional \$1000.00; or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,888.40 for the first \$1,000,000.00 plus \$3.35 for each additional \$1000.00, or fraction thereof
OTHER INSPECTIONS & FEES	
Inspections outside normal business hours (Minimum 2 hour charge)	75.00 per hour
Re-Inspection Fee	75.00 per hour
Inspections for which no fee is specifically indicated (Minimum one-half hour)	75.00 per hour
Additional plan review required by changes, additions or revisions to plans	\$250.00 Commercial & Multi-Family \$100.00 Residential
For use of outside consultants for plan review and inspections or both.	Actual Costs

TABLE 2: TEXAS ADMINISTRATIVE CODE
TITLE 1: ADMINISTRATION; PART3: OFFICE OF THE ATTORNEY
GENERAL;
CHAPTER 70: COST OF COPIES OF PUBLIC INFORMATION
RULE §70.3: Charges for Providing Copies of Public Information

- a) **The charges in this section to recover costs associated with providing copies of public information are based on estimated average costs to governmental bodies across the state. When actual costs are 25% higher than those used in these rules, governmental bodies other than agencies of the state, may request an exemption in accordance with §70.4 of this title (relating to Requesting an Exemption).**
- b) **Copy charge.**
- 1) Standard paper copy. The charge for standard paper copies reproduced by means of an office machine copier or a computer printer is \$.10 per page or part of a page. Each side that has recorded information is considered a page.
 - 2) Nonstandard copy. The charges in this subsection are to cover the materials onto which information is copied and do not reflect any additional charges, including labor, that may be associated with a particular request. The charges for nonstandard copies are:
 - (A) Diskette--\$1.00;
 - (B) Magnetic tape--actual cost
 - (C) Data cartridge--actual cost;
 - (D) Tape cartridge--actual cost;
 - (E) Rewritable CD (CD-RW)--\$1.00;
 - (F) Non-rewritable CD (CD-R)--\$1.00;
 - (G) Digital video disc (DVD)--\$3.00;
 - (H) JAZ drive--actual cost;
 - (I) Other electronic media--actual cost;
 - (J) VHS video cassette--\$2.50;
 - (K) Audio cassette--\$1.00;
 - (L) Oversize paper copy (e.g.: 11 inches by 17 inches, greenbar, bluebar, not including maps and photographs using specialty paper--See also §70.9 of this title)--\$.50;
 - (M) Specialty paper (e.g.: Mylar, blueprint, blueline, map, photographic--actual cost.
- c) **Labor charge for programming. If a particular request requires the services of a programmer in order to execute an existing program or to create a new program so that requested information may be accessed and copied, the governmental body may charge for the programmer's time.**
- (1) The hourly charge for a programmer is \$28.50 an hour. Only programming services shall be charged at this hourly rate.
 - (2) Governmental bodies that do not have in-house programming capabilities shall comply with requests in accordance with §552.231 of the Texas Government Code.
 - (3) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of §552.261(b) of the Texas Government Code.
- d) **Labor charge for locating, compiling, manipulating data, and reproducing public information.**
- (1) The charge for labor costs incurred in processing a request for public information is \$15 an hour. The labor charge includes the actual time to locate, compile, manipulate data, and reproduce the requested information.
 - (2) A labor charge shall not be billed in connection with complying with requests that are for 50 or fewer pages of paper records, unless the documents to be copied are located in:
 - (A) Two or more separate buildings that are not physically connected with each other; or
 - (B) A remote storage facility.
 - (3) A labor charge shall not be recovered for any time spent by an attorney, legal assistant, or any other person who reviews the requested information:
 - (A) To determine whether the governmental body will raise any exceptions to disclosure of the requested information under the Texas Government Code, Subchapter C, Chapter 552; or

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(B) To research or prepare a request for a ruling by the attorney general's office pursuant to §552.301 of the Texas Government Code.

(4) When confidential information pursuant to a mandatory exception of the Act is mixed with public information in the same page, a labor charge may be recovered for time spent to redact, blackout, or otherwise obscure confidential information in order to release the public information. A labor charge shall not be made for redacting confidential information for requests of 50 or fewer pages, unless the request also qualifies for a labor charge pursuant to Texas Government Code, §552.261(a)(1) or (2).

(5) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of Texas Government Code, Chapter 552, §552.261(b).

(6) For purposes of paragraph (2) (A) of this subsection, two buildings connected by a covered or open sidewalk, an elevated or underground passageway, or a similar facility, are not considered to be separate buildings.

e) Overhead charge.

(1) Whenever any labor charge is applicable to a request, a governmental body may include in the charges direct and indirect costs, in addition to the specific labor charge. This overhead charge would cover such costs as depreciation of capital assets, rent, maintenance and repair, utilities, and administrative overhead. If a governmental body chooses to recover such costs, a charge shall be made in accordance with the methodology described in paragraph (3) of this subsection. Although an exact calculation of costs will vary, the use of a standard charge will avoid complication in calculating such costs and will provide uniformity for charges made statewide.

(2) An overhead charge shall not be made for requests for copies of 50 or fewer pages of standard paper records unless the request also qualifies for a labor charge pursuant to Texas Government Code, §552.261(a)(1) or (2).

(3) The overhead charge shall be computed at 20% of the charge made to cover any labor costs associated with a particular request. Example: if one hour of labor is used for a particular request, the formula would be as follows: Labor charge for locating, compiling, and reproducing, \$15.00 x .20 = \$3.00; or Programming labor charge, \$28.50 x .20 = \$5.70. If a request requires one hour of labor charge for locating, compiling, and reproducing information (\$15.00 per hour); and one hour of programming labor charge (\$28.50 per hour), the combined overhead would be: \$15.00 + \$28.50 = \$43.50 x .20 = \$8.70.

f) Microfiche and microfilm charge.

(1) If a governmental body already has information that exists on microfiche or microfilm and has copies available for sale or distribution, the charge for a copy must not exceed the cost of its reproduction. If no copies of the requested microfiche or microfilm are available and the information on the microfiche or microfilm can be released in its entirety, the governmental body should make a copy of the microfiche or microfilm. The charge for a copy shall not exceed the cost of its reproduction. The Texas State Library and Archives Commission has the capacity to reproduce microfiche and microfilm for governmental bodies. Governmental bodies that do not have in-house capability to reproduce microfiche or microfilm are encouraged to contact the Texas State Library before having the reproduction made commercially.

(2) If only a master copy of information in microfilm is maintained, the charge is \$.10 per page for standard size paper copies, plus any applicable labor and overhead charge for more than 50 copies.

g) Remote document retrieval charge.

(1) Due to limited on-site capacity of storage documents, it is frequently necessary to store information that is not in current use in remote storage locations. Every effort should be made by governmental bodies to store current records on-site. State agencies are encouraged to store inactive or non-current records with the Texas State Library and Archives Commission. To the extent that the retrieval of documents results in a charge to comply with a request, it is permissible to recover costs of such services for requests that qualify for labor charges under current law.

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(2) If a governmental body has a contract with a commercial records storage company, whereby the private company charges a fee to locate, retrieve, deliver, and return to storage the needed record(s), no additional labor charge shall be factored in for time spent locating documents at the storage location by the private company's personnel. If after delivery to the governmental body, the boxes must still be searched for records that are responsive to the request, a labor charge is allowed according to subsection (d) (1) of this section.

h) Computer resource charge.

(1) The computer resource charge is a utilization charge for computers based on the amortized cost of acquisition, lease, operation, and maintenance of computer resources, which might include, but is not limited to, some or all of the following: central processing units (CPUs), servers, disk drives, local area networks (LANs), printers, tape drives, other peripheral devices, communications devices, software, and system utilities.

(2) These computer resource charges are not intended to substitute for cost recovery methodologies or charges made for purposes other than responding to public information requests.

(3) The charges in this subsection are averages based on a survey of governmental bodies with a broad range of computer capabilities. Each governmental body using this cost recovery charge shall determine which category(ies) of computer system(s) used to fulfill the public information request most closely fits its existing system(s), and set its charge accordingly. Type of System--Rate: mainframe--\$10 per CPU minute; Midsize--\$1.50 per CPU minute; Client/Server--\$2.20 per clock hour; PC or LAN--\$1.00 per clock hour.

(4) The charge made to recover the computer utilization cost is the actual time the computer takes to execute a particular program times the applicable rate. The CPU charge is not meant to apply to programming or printing time; rather it is solely to recover costs associated with the actual time required by the computer to execute a program. This time, called CPU time, can be read directly from the CPU clock, and most frequently will be a matter of seconds. If programming is required to comply with a particular request, the appropriate charge that may be recovered for programming time is set forth in subsection (d) of this section. No charge should be made for computer print-out time. Example: If a mainframe computer is used, and the processing time is 20 seconds, the charges would be as follows: $\$10 / 3 = \3.33 ; or $\$10 / 60 \times 20 = \3.33 .

(5) A governmental body that does not have in-house computer capabilities shall comply with requests in accordance with the §552.231 of the Texas Government Code.

i) Miscellaneous supplies. The actual cost of miscellaneous supplies, such as labels, boxes, and other supplies used to produce the requested information, may be added to the total charge for public information.

j) Postal and shipping charges. Governmental bodies may add any related postal or shipping expenses which are necessary to transmit the reproduced information to the requesting party.

k) Sales tax. Pursuant to Office of the Comptroller of Public Accounts' rules sales tax shall not be added on charges for public information (34 TAC, Part 1, Chapter 3, Subchapter O, §3.341 and §3.342).

l) Miscellaneous charges: A governmental body that accepts payment by credit card for copies of public information and that is charged a "transaction fee" by the credit card company may recover that fee.

These charges are subject to periodic reevaluation and update.

